

## ***Stretham Parish Council Minutes July 2019-October 2021,***

These are the Minutes as published on the Parish Council Website.  
I have highlighted one or two sections in **bold**

Stretham Parish Council  
Minutes of the Parish Council Meeting held on  
Tuesday **2nd July 2019** at 7pm  
In the Parish Rooms, High Street, Stretham

Present: Councillor Parish (Chair), Councillor Saunt, Councillor Murfitt, Councillor Speed, Councillor Taylor, Councillor Nuttall, Councillor Wright, Councillor Williams, The RFO, Councillor Roberts (arrived 7.10 pm), The Clerk arrived

Absent: Councillor Bright – Work commitments, Councillor Murfitt – Family commitments

19/35 To receive declarations of interests and to consider requests for dispensations  
Council Saunt declared an interest with respects to planning application 19/00811/FUL.  
Councillor Roberts declared an interest in the Laragh Homes Presentation.

19/36 To resolve that the Minutes of the Parish Council meeting held on 4th June 2019 are a correct record

The Council resolved that the minutes of the Parish Council meeting held on 4th June 2019 are an accurate record. Proposed by Councillor Nuttall and seconded by Councillor Roberts.

19/37 To receive an update about the progress of actions from the last meeting of Stretham Parish Council on 4th June 2019

I have had a meeting with the RFO, where we looked at Risk assessments and also made a good start on getting the inventory updated with all items and locations.

I have met with Racheal Watts down at Manor Farm, we have had some more grass handed over to add to the gardening contract.

I have met with Luke Hamil and we have been and looked at the hedge down at the Pavilion, this needs to be cut back and tidied up, the tree at the entrance to the Pavilion also needs reducing as it is over hanging the gateway. Trim both sides and top of the Laurel Hedge between the recreation ground car park and hard prune the hedge outside the pavilion £350.00 + VAT. Reduce the cheery tree by 30% and crown lift to 2.5m £150.00 + VAT.

I have met with Kev over at the Field at Red Fen Road, he is going to put a new 5 bar iron gate on the field to make it secure for the horses, this will cost £393.00.

I have the quotes back for changing the lock at the Pavilion. Ely Lock Smiths have quoted £200.00 + VAT however they did not want to meet me and went out and looked round the Pavilion. Rapid Lock have quoted £865.00 + VAT, this will include new door handles as a lot of them are broken and one key for all the locks. The 3rd Locksmith failed to send over a quote. The Council asked the Clerk to go back to the locksmiths and get exactly the same items quoted. The Council agreed a limit of £865 for the locks and asked Clerk to go head and get the locks changed, this was proposed by Councillor Taylor and seconded by Councillor speed.

The first draft of the village map has arrived, there are a few errors so Councillor Parish and myself are going to sit down and go through it and I hope to have it ready for the next meeting. I have reported the pot hole outside of the Post Office to Pam at Highways, there is also a broken Manhole cover just outside of the Cemetery Pam is going to have a look at that as well. I have also arranged for the Berry Close sign to be repaired.

Eleanor's field has now been seeded, it also required an additional run over with a power harrow.

I have also been working on the updating the cemetery map, I have attended a meeting with Councillor Parish. I will be on holiday from the 29th July to the 26th August.

19/38            Public participation

Two members of the Bowls Club were present to get an update on the netting, unfortunately the quotes were not yet in, the Council agreed that this would be on the agenda for the next meeting. A resident was in attendance to discuss his planning application 19/00780/FUL – 8B Wilburton Road. The application is for Culvert of existing open ditch and erection of brick pillars and metal gates over drive way, in addition to a pedestrian access gate. It was explained that the reason for wanting to do this, is due to rubbish collecting into the ditch, it also is a hazard as somebody tripped and fell into the open ditch causing a sprained wrist. The residents have cleaned the ditch out on many occasions as if this is not done the water then backs up. An application was made to East Cambs to do the work and this was granted, the pipes were purchased and work was ready to begin. East Cambs then informed them that a full planning application had to be submitted. Along with the work to the ditch the application also includes a set of gates to be added to the front of the driveway.

***19/39    To receive a presentation from Laragh Homes regarding Phase 5 of Manor Farm and the proposed Doctors surgery.***

***Laragh Homes were in attendance at the meeting, they came and gave a presentation on the development at Manor Farm. This included going through the consultation period, looking at what residents wanted from the site and looking at the different types of houses that are on site. They also presented to the Council what Phase 4 will look like, along with houses this will include a Village green and the Doctors surgery. The practise will not only house a surgery there will also be room for other medical services.***

***After the presentation it was brought to Laragh Homes attention that some Councillors and members of the public were concerned about parking at the surgery. There would be room for 20 parking spaces as the plans currently stand, it was felt that this would not be sufficient for doctors and patients and would lead to parking on the streets. Laragh Homes took on board all of the comments and said they would go away and relook at it and take advice.***

19/40    To receive an update on the Nets for the Bowels Club  
Not all of the quotes have been received, this item is to be put on the agenda for the September meeting.

19/41    To review and appoint a New Parish Councillor  
No applications have been received so far, the Clerk to re – advertise in the Newsletter.

19/42    To review and approve the minutes from the June Finance, Governance and General-Purpose Committee

Councillor Nuttall gave an overview on what happened at the meeting and Councillors were supplied with a copy of the minutes. Councillor Nuttall also asked for more volunteers to join the committee. Councilor Wright came forward and would like to join. It was proposed by Councillor Nuttall to approve the minutes, this was seconded by Councillor Saunt, with the whole Council in agreement.

19/43    To review and adopt the lastest Standing Orders

The RFO talked through the lastest addition of the Standing Orders, explaining any changes that have been added. It was put to Council to ensure that meetings do not exceed *to* and a half hour, without the approval of the Chair. It was proposed by Councillor Roberts to adopt the Standing orders and seconded by Councillor Saunt, with the whole Council in agreement.

19/44    To discuss Risk Assessments

One of the findings from the annual internal audit was that not all risk assessments had been completed or updated, the RFO explained to all Sub-Committees and Working Parties the risk assessments that were missing. It is the responsibility of all working party to ensure the relevant risk assessments are completed and it will be on the agenda for the September meeting to go through them.

The Finance risk assessment was presented and it was proposed by Councillor Roberts that this should be adopted, this was seconded by Councillor Taylor with the whole Council in agreement.

19/45 To review Play Park inspection reports and discuss weekly Checks  
There were no major findings from the annual *Paly* Park inspection reports,  
The Clerk to work with Councillor Taylor to sort out any remedial works that need to be carried out.

The RFO explained to the Council that along with the Annual inspection of the Play Parks, that a weekly visual inspection should also take place. The Council discussed this and agreed that there was no one on the Council that was qualified to carry these out. The Council asked the Clerk and RFO to look into how much it would cost to train somebody to do these and to ask other Council and ECDC to find out how they do theirs.

19/46 To appoint the internal Auditor for 2019 – 2020  
The ROF has approached Michael Williamson to ask if he would be willing to be the Internal Auditor again for us, to which he agreed. It was proposed by Councillor Saunt that the Council agree and it was seconded by Councillor Taylor, with the whole Council in agreement.

19/47 To consider planning applications  
19/00780/FUL – 8B Wilburton Road. Culvert of existing open ditch and erection of brick pillars and metal gates, in addition to a pedestrian gate. The Council objected to this planning on the following grounds. By having 450 ml pipes instead of 750 ml, the pipes would clog up causing a flooding issue. There is confusion as to who owns the ditch, it was proposed that actually the resident only owns half of the ditch, therefore putting in gates would be an encroachment. By filling in the ditch this would cause an ecological impact on wildlife. It was proposed by Councillor Roberts to object to this planning, this was seconded by Councillor Taylor, with the whole Council in agreement.

19/00811/FUL – 22 Akeman Close, Stretham. Two storey side extension and single storey front and rear extension. The Council made no objection to this application. This was proposed by Councillor Roberts and seconded by Councillor Taylor, with the whole Council in agreement. Councillor Saunt did not vote as she declared an interest in this application.

19/48 To receive planning application decisions

19/00509/FUL – 10D Reads Street, Stretham. Single storey flat roof extension to infill existing courtyard. This application was rejected.

19/49 To receive an update on progress of SWCLT  
3 houses are due to be handed over by the end of July and have already been allocated. The next plots will be due around September.

19/50 Finance – To authorise payments from SPC accounts and to note receipt of income

#### RFO UPDATE – JULY COUNCIL MEETING

##### 1. Land Tenancy Agreements

Red Fen Road, Little Thetford - draft tenancy agreed with new tenant (Charlotte Mitchell) – to commence on 1st August 2019 (provided gate has been installed) @ £450 per annum.

Mr Carey – have received no response from email communication sent to him. Letter now sent in the hope of receiving a response. RFO requires assistance in respect of the actual property address of this land and preferably, an OS reference. Councillor Roberts stated that a contract was drawn up using the solicitors Browns, it was proposed by Councillor Speed to contact the solicitors to find out, this was seconded by Councillor Nuttall, with the whole Council in agreement.

##### 2. Outstanding actions arising from Internal Auditor Report

Terms of Reference and Risk Assessment required for Amenities sub-committee – if this could be prepared in readiness of the FGPC meeting to be held on 17th September 2019.

3. Overview of income and expenditure for Farmers Market/Feast (May 2019):

Farmers Market and Feast Income:

Farmers Market	£94
Feast Income	
Donation Mr & Mrs Ford	£150.00
Income from Feast stalls	£558.00
Income from Feast collection buckets	£785.63
WI Donation	£50.00
Total Feast Income:	£1543.63

The income from the collection buckets has been split between the two chosen charities – Teenager Cancer Trust and Pancreatic Cancer Ward, Addenbrooke's Charitable Trust - cheques listed (£392.82) below for signature.

Feast Expenditure (Net Costs)

HZ Zorb Hire	£750.00 (2018/19 accounts)
Flags and fishing nets	£11.99 (2018/19 accounts)
Temporary Events Notice	£42.00
Lord Geoffrey the Balloon Guy	£225.00
King Bounce-a-lot	£270.00
The Animal Experience	£120.00
Blue Shed PA Systems	£176.67
Butterfly nets, banners, bacon & water	£60.06
Camcom Portable Radio hire	£150.00
Cambridge Community Samba Band	£150.00
St John Ambulance	£240.00
Refreshments, paper & marker	£9.11
Sudbury Print – Programme	£275.00
Wicken Coronation Band	£200.00
Total Feast Expenditure:	£2679.83

4. Income for June

Room Hire (booked in May)	£300.00
Feast bucket collection (football club)	£82.85
WI Donation to Feast	£50.00
Pavilion Electric Meter	£44.00
Pavilion Floodlights	£72.00
Gazebo Hire	£5.00
VAT Reclaim to 31/3/2019	£1164.39
Bank Interest (CIL account)	£2.88
Income Total:	£1721.12

5. Cheque Signatories

Members are asked to provide authority for salaries and bills to be paid during the first week of August (no Council meeting being held in August).

This was proposed by Councillor Roberts that cheque's for August could be signed and presented at the September meeting, this was seconded by Councillor Parish, with the whole Council in agreement.

6. Cheques for signature:

Cheque No	Payee	Description	Total Amount
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002812	Sudbury Print Group	Feast Programme	£275.00
002813	Donna Bright	Feast – refreshments and stationery	£9.11
002814	Viking	Stationery & postage	£52.56
002815	St John Ambulance	Feast – First Aid	£288.00
002816	Arco-Iris	Feast – Samba Band	£150.00
002817	Wages	Wages - £554.66	£656.86
		Postage/Printer Ink/Hand towels/Toilet Rolls -	£52.20
		Feast – Deposit for King Bounce-a-lot -	£50.00
002818	Wages	Wages - £678.00	£690.65
		Postage -	£12.65
002819	Teenage Cancer Trust	Feast – Bucket Collection proceeds – 50% donation	£392.82
002820	Addenbrookes Charitable Trust	Feast – Bucket Collection proceeds – 50% donation	£392.82
002821	Wages	Village maintenance	£125.00
002822	Wages	Bus shelter maintenance	£80.00
002823	Wages	Newsletter delivery	£80.00
002824	Wages	Keyholder Fee	£60.00
002825	Wages	Parish Newsletter	£737.00
002826	Wages	Caretaker charges	£388.25
002827	Wicken Coronation Band	Feast – Brass Band	£200.00
002828	MD Contracting	Prepare ground for seed, apply seed and roll in. Power harrow before sowing.	£1458.00
002829	RH Landscapes	Grass cutting, maintenance @ Manor Farm and footpath cut.	£1166.62
		Total:	£7202.69

Direct Debits - Taken out of the bank account during the month of June:

Name	Description	Frequency	Total Amount
Anglian Water	Water Rates	Quarterly	£5.57
Anglian Water	Water Rates - Pavilion	Quarterly	£75.74
EDF	Electric – Pavilion	Monthly	£37.00
	Total Direct Debits (June):		£118.31

Direct Debits for July:

Name	Description	Frequency	Total Amount
ECDC	Council Tax - Cemetery	Monthly	£63.00
ECDC	Council Tax – Pavilion	Monthly	£55.00
EDF	Electric – Pavilion	Monthly	£37.00
	Total July Direct Debits:		£155.00

Balance of current account as at 30th June 2019	£23,820.63
Balance of CIL as at 30th June 2019	£72,454.51
Balance of 32 days interest account as at 31st May 2019	£86,746.44

Cheques for payment total:	£7202.69
July direct debits total:	£155.00
Balance of current account once cheques and July direct debits taken out (£7357.69)	£16,462.94

#### 7. RFO Salary Breakdown:

Wages for June 2019	£430.00 (no statutory deductions)
Agreed overtime	£248.00 (no statutory deductions)
Postage costs	£12.65

Since issuing the above report, the RFO confirmed two additional payments are required for authorisation:

002830 Ely & Littleport Riot    Feast Entertainment – Border Morris Dancing    £90.00  
002831 Cllr. C Roberts   Seed for Eleanor's Field £575.00

It was proposed by Councillor Speed that the cheques could be signed, this was proposed by Councillor Taylor, with the whole Council in agreement.

19/51    To receive correspondence

An email was received from a concerned resident regarding Hedge Hogs, getting their legs cut off by the use of Strimmer's by the gardening contractors. The Council agreed that this was probably the case as the only strimming that takes place in in the grave yard, verges and around trees. The Clerk to speak to the gardeners to ensure they check for Hedge Hogs before strimming any long grass.

An email was received regarding the path from Plantation gate and the cemetery, it has become over grown and not being cut on a regular basis. The Clerk to speak to the grander to ensure this gets cut. It was also brought up about the over grown hedge on the corner of Read street heading into Brook lane. This was cut back last year by the County Council, The Clerk to contact Sanctuary housing again to see what can be done.

19/52    To receive verbal reports from working parties and sub-committees

Footpaths Working party – None  
Amenities Working Party – None  
Recreation Ground Working party - None  
Highways Working Party – None  
Finance, Governance and Personnel Committee – None

Feast Sub – Committee – None

19/53    Items for inclusion on the next Parish Council meeting agenda

1.        To review the quotes for the Bowls Club
2.        To review risk assessments
3.        To discuss weekly inspections moving forward
4.        To review the applications for a new Councillor

19/54    To receive Councillors questions

The Clerk was asked that it be put in the Newsletter regarding considerate parking in the village and to avoid parking close to junctions or on corners.

The meeting closed at 9.01pm

The next Parish Council Meeting will be held on Tuesday 3rd September 2019 in the Parish Rooms at 7pm

Stretham Parish Council

Minutes of the Parish Council Meeting held on Tuesday **6th September 2019** at 7pm

In the Parish Rooms, High Street, Stretham

Nb was no August meeting

Present:                      Councillor Parish (Chair), Councillor Bright (Vice Chair) Councillor

Saunt, Councillor Murfitt, Councillor Speed, Councillor Taylor Councillor Nuttall, Councillor Roberts

In attendance: The RFO and The Clerk

19/56 To receive apologies and approval of absences.

Absent: Councillor Williams and Councillor Wright

Apologies accepted and approved.

19/57 To receive declarations of interests and to consider requests for dispensations

None

19/58 To resolve that the Minutes of the Parish Council meeting held on 2nd July 2019 are a correct record

The Council resolved that the minutes of the Parish Council meeting held on 2nd July 2019 are an accurate record. Proposed by Councillor Roberts and seconded by Councillor Speed, Councillor Murfitt abstained as he was not in attendance at the last meeting.

19/59 To receive an update from County and District Councillor Bill Hunt

27 million is to be spent on 8 car trains, from Kings Lynn, Littleport and Waterbeach. Work will also begin in 2020 to extend platforms, this will allow more people to travel to work.

A428 to be dulled from Caxton Gibbett to the A1 at Black Cat Roundabout saving up to 60 minutes per journey.

Vans and trailers are not currently charged to dispose of waste at the recycling centre, it will now be limited to 12 uses per year to avoid commercial waste being dumped.

The registry office is due to open at the Docks in October 2019 and the Archive will be due to open in December 2019.

Councillor Hunt attended a meeting at the Church on the 16th July to discuss traffic issues in the Village. ***Councillor Hunt felt the meeting was very hostile and was made to feel like he had a hidden agenda.*** Councillor Hunt will not put himself in this position again and will work with the Parish Council in any way he can to relieve the issues.

The A14 upgrade is going well and will be crucial in getting traffic out of the villages.

East Cambs District Council has moved away from single plastic use cups and is doing all it can to reduce the amount of plastic it is using. Councillor Hunt would also like to see the water drinking fountain reintroduced at the Market place in Ely.

There have been some improvements to the A1123/A10 round about, this is ongoing with more work to be completed. The Parish Council has put in a bid for new traffic speed signs and Councillor Hunt will do all he can to support this bid.

District Update

Councillor Hunt is now the Chair of Planning at ECDC and Lisa Stubb is vice Chair.

The RAF housing is now back on track, this should provide 60 new homes, with 18 being CLT.

Parts of Fieldside are due to be resurfaced.

19/60 Public participation

A number of residents were in attendance at the meeting, this included members of the new Stretham Speed Watch group. The first Speed Watch has taken place with 31 drivers being caught speeding in one hour. It was also noted a number of container lorries are coming from Soham using Newmarket

Road. The Speed Watch group had a number of questions for the Council, including who cleans the road signs, Councillor Bright informed everyone that this needed to be reported to the Highways department who are responsible for this. Councillor Bright also informed everyone that only half the works had been carried out at the roundabout and more is yet to be completed. The Speed watch group asked if the village gates could be painted white and to see if the Council could help with purchasing Speed watch signs and to find an answer machine, Councillor Parish asked the quotes be obtained and sent to the Clerk and it would be added to the next Council agenda. The group currently have 13 active members, but would welcome anyone who has an interest in joining The Council have also put in for a Local Highways Grant, if successful this will be spent on new speed signs which will be placed on Newmarket Road.

Members of the Bowls Club were also present. A number of footballs have been reported, being kicked from the All-Weather Pitch and the recreation ground into the Bowls Club and on occasions have actually hit members. The Council are currently working with the Bowls Club to find a solution to this issue.

Another resident was also in attendance to discuss planning application 19/00780/FUL – 8B Wilburton Road, Stretham. It was stated that the gates, had been removed from the application. The resident also stated that they had, had written consent to say that they do own the ditch

19/61 To receive an update about the progress of actions from the last meeting of Stretham Parish Council held on the 2nd July 2019

The locks have been changed at the Pavilion and distribution of keys has begun. The noisy man hole cover outside Walnut Tree Close has been fixed. Councillor Bright has been to Topsy and Tim play park to try and fix the Bouncy Bed, unfortunately this cannot be done. I have contacted HAGGs to get a quote for the repair. I have been to ECDC regarding a few questions regarding the register of interest forms, these have now all been answered and forms are all complete. I have gained the quotes for the nets to cover the Bowl's Club hedge and will present these later in the meeting. I have spoken with Racheal Watts and she has confirmed that the Council have never written their own risk assessments for the Play Park but have always just had the annual inspection from ROSPA. The new dog poo bin opposite the rec has been installed and the new bins put up at the pavilion.

19/62 To receive an update on the Nets for the Bowls Club

The Clerk presented the 3 quotes for the Nets that are required at the hedge to the Bowls Club to stop balls going over. Councillor Taylor asked if this solution was going to work as it was a lot of money to spend. Councillor Roberts suggested getting a quote to extend the poles on the top of the AWP and having a net there, Councillor Bright seconded this proposal. The Council asked the Clerk to gain this quote.

19/63 To review and appoint a New Parish Councillor

One application was received for the post from Catherine Clerk, it was proposed by Councillor Roberts to accept the application, this was seconded by Councillor Speed, with the whole Council in agreement. The Clerk to issue New Councillor paper work.

*The minutes below are duplicated from the July meeting*

**19/43 To review and approve the minutes from the June Finance, Governance and Personnel Committee**

**Councillor Nuttall gave an overview on what happened at the meeting and Councillors were supplied with a copy of the minutes. Councillor Nuttall also asked for more volunteers to join the committee. Councillor Wright came forward and would like to join. It was proposed by Councillor Nuttall to approve the minutes, this was seconded by Councillor Saunt, with the whole Council in agreement.**

**19/44 To review and adopt the latest Standing Orders**



The RFO talked through the latest addition of the Standing Orders, explaining any changes that have been added. Subject to amending the length of time allocated to a Council meeting (from two hours to two and a half hours) Councillor Roberts proposed to adopt the Standing Orders, seconded by Councillor Saunt, with the whole Council in agreement.

19/45 To discuss Risk Assessments

One of the findings from the annual internal audit was the lack of current risk assessments.

The RFO explained all committees and working parties are required to complete a risk assessment, which should be reviewed annually. The Chair of each committee/working party is required to complete a draft risk assessment for adoption by the Council, as a matter of priority. Draft risk assessments are required, for consideration at the next Council meeting (September).

The Finance risk assessment was presented and it was proposed by Councillor Roberts that this should be adopted, this was seconded by Councillor Taylor with the whole Council in agreement.

19/46 To review Play Park inspection reports and discuss weekly Checks

There were no major findings from the annual Play Park inspection reports. The Clerk to work with Councillor Taylor to sort out any remedial works that need to be carried out.

The RFO explained to the Council that along with the Annual inspection of the Play Parks, that a weekly visual inspection should also take place. The Council discussed this and agreed that there was no one on the Council that was qualified to carry these out. The Council asked the Clerk and RFO to look into how much it would cost to train somebody to do these and to ask other Council and ECDC to find out how they do theirs. Report back at next meeting (September).

19/47 To appoint the Internal Auditor for 2019 – 2020

The RFO has approached Michael Williamson to ask if he would be willing to be the Internal Auditor again for us, to which he agreed. It was proposed by Councillor Saunt, seconded by Councillor Taylor, with the whole Council in agreement to appoint Michael Williamson as the Inter Auditor for 2019/20.

19/48 To consider planning applications

19/00780/FUL – 8B Wilburton Road. Culvert of existing open ditch and erection of brick pillars and metal gates, in addition to a pedestrian gate. The Council objected to this planning on the following grounds. By having 450 ml pipes instead of 750 ml, the pipes would clog up causing a flooding issue. There is confusion as to who owns the ditch, it was proposed that actually the resident only owns half of the ditch, therefore putting in gates would be an encroachment. By filling in the ditch this would cause an ecological impact on wildlife. It was proposed by Councillor Roberts to object to this application, seconded by Councillor Taylor, with the whole Council in agreement.

19/00811/FUL – 22 Akeman Close, Stretham. Two storey side extension and single storey front and rear extension. The Council made no objection to this application. This was proposed by Councillor Roberts and seconded by Councillor Taylor, with the whole Council in agreement. Councillor Saunt did not vote as she declared an interest in this application.

19/49 To receive planning application decisions

19/00509/FUL – 10D Reads Street, Stretham. Single storey flat roof extension to infill existing courtyard. This application was rejected.

19/50 To receive an update on progress of SWCLT

3 houses are due to be handed over by the end of July and have already been allocated. The next plots will be due around September.

19/51 Finance – To authorise payments from SPC accounts and to note receipt of income

RFO UPDATE – JULY COUNCIL MEETING

1. Land Tenancy Agreements

Red Fen Road, Little Thetford - draft tenancy agreed with new tenant (Charlotte Mitchell) – to commence on 1st August 2019 (provided gate has been installed) @ £450 per annum.

Mr Carey – have received no response from email communication sent to him. Letter now sent in the hope of receiving a response. RFO requires assistance in respect of the actual property address of this land and preferably, an OS reference. Councillor Roberts stated that a contract was drawn up using the solicitors Browns, it was proposed by Councillor Speed to contact the solicitors to find out, this was seconded by Councillor Nuttall, with the whole Council in agreement.

2. Outstanding actions arising from Internal Auditor Report

Terms of Reference and Risk Assessment required for Amenities sub-committee – required for adoption by Council, at the next meeting (September).

3. Overview of income and expenditure for Farmers Market/Feast (May 2019):

Farmers Market and Feast Income:

<u>Farmers Market</u>	<u>£94</u>
<u>Feast Income</u>	
<u>Donation Mr &amp; Mrs Ford</u>	<u>£150.00</u>
<u>Income from Feast stalls</u>	<u>£558.00</u>
<u>Income from Feast collection buckets</u>	<u>£785.63</u>
<u>WI Donation</u>	<u>£50.00</u>
<u>Total Feast Income:</u>	<u>£1543.63</u>

The income from the collection buckets has been split between the two chosen charities – Teenager Cancer Trust and Pancreatic Cancer Ward, Addenbrooke's Charitable Trust - cheques listed (£392.82) below for signature.

Feast Expenditure (Net Costs)

<u>HZ Zorb Hire</u>	<u>£750.00 (2018/19 accounts)</u>
<u>Flags and fishing nets</u>	<u>£11.99 (2018/19 accounts)</u>
<u>Temporary Events Notice</u>	<u>£42.00</u>
<u>Lord Geoffrey the Balloon Guy</u>	<u>£225.00</u>
<u>King Bounce-a-lot</u>	<u>£270.00</u>
<u>The Animal Experience</u>	<u>£120.00</u>
<u>Blue Shed PA Systems</u>	<u>£176.67</u>
<u>Butterfly nets, banners, bacon &amp; water</u>	<u>£60.06</u>
<u>Camcom Portable Radio hire</u>	<u>£150.00</u>
<u>Cambridge Community Samba Band</u>	<u>£150.00</u>
<u>St John Ambulance</u>	<u>£240.00</u>
<u>Refreshments, paper &amp; marker</u>	<u>£9.11</u>
<u>Sudbury Print – Programme</u>	<u>£275.00</u>
<u>Wicken Coronation Band</u>	<u>£200.00</u>

Total Feast Expenditure: £2679.83

4. Income for June

<u>Room Hire (booked in May)</u>	<u>£300.00</u>
<u>Feast bucket collection (football club)</u>	<u>£82.85</u>
<u>WI Donation to Feast</u>	<u>£50.00</u>
<u>Pavilion Electric Meter</u>	<u>£44.00</u>
<u>Pavilion Floodlights</u>	<u>£72.00</u>
<u>Gazebo Hire</u>	<u>£5.00</u>

<u>VAT Reclaim to 31/3/2019</u>	<u>£1164.39</u>
<u>Bank Interest (CIL account)</u>	<u>£2.88</u>
<u>Income Total:</u>	<u>£1721.12</u>

#### 5. Cheque Signatories

Members are asked to provide authority for salaries and bills to be paid during the first week of August (no Council meeting being held in August).

This was proposed by Councillor Roberts that cheque's for August could be signed and presented at the September meeting, this was seconded by Councillor Parish, with the whole Council in agreement.

#### 6. Cheques for signature:

<u>Cheque No</u>	<u>Payee</u>	<u>Description</u>	<u>Total Amount</u>
002812	Sudbury Print Group	Feast Programme	£275.00
002813	Donna Bright	Feast – refreshments and stationery	£9.11
002814	Viking	Stationery & postage	£52.56
002815	St John Ambulance	Feast – First Aid	£288.00
002816	Arco-Iris	Feast – Samba Band	£150.00
002817	Wages	Wages - £554.66	£656.86
		Postage/Printer Ink/Hand towels/Toilet Rolls - £52.20	
		Feast – Deposit for King Bounce-a-lot - £50.00	
002818	Wages	Wages - £678.00	£690.65
		Postage - £12.65	
002819	Teenage Cancer Trust	Feast – Bucket Collection proceeds – 50% donation	£392.82
002820	Addenbrookes Charitable Trust	Feast – Bucket Collection proceeds – 50% donation	£392.82
002821	Wages	Village maintenance	£125.00
002822	Wages	Bus shelter maintenance	£80.00
002823	Wages	Newsletter delivery	£80.00
002824	Wages	Keyholder Fee	£60.00
002825	Wages	Parish Newsletter	£737.00
002826	Wages	Caretaker charges	£388.25
002827	Wicken Coronation Band	Feast – Brass Band	£200.00
002828	MD Contracting	Prepare ground for seed, apply seed and roll in. Power harrow before sowing.	£1458.00
002829	RH Landscapes	Grass cutting, maintenance @ Manor Farm and footpath cut.	£1166.62
		<u>Total:</u>	<u>£7202.69</u>

#### Direct Debits - Taken out of the bank account during the month of June:

<u>Name</u>	<u>Description</u>	<u>Frequency</u>	<u>Total Amount</u>
Anglian Water	Water Rates	Quarterly	£5.57
Anglian Water	Water Rates - Pavilion	Quarterly	£75.74
EDF	Electric – Pavilion	Monthly	£37.00
	<u>Total Direct Debits (June):</u>		<u>£118.31</u>

#### Direct Debits for July:

<u>Name</u>	<u>Description</u>	<u>Frequency</u>	<u>Total Amount</u>
ECDC	Council Tax - Cemetery	Monthly	£63.00
ECDC	Council Tax – Pavilion	Monthly	£55.00
EDF	Electric – Pavilion	Monthly	£37.00
	<u>Total July Direct Debits:</u>		<u>£155.00</u>

<u>Balance of current account as at 30th June 2019</u>	<u>£23,820.63</u>
<u>Balance of CIL as at 30th June 2019</u>	<u>£72,454.51</u>
<u>Balance of 32 days interest account as at 31st May 2019</u>	<u>£86,746.44</u>

<u>Cheques for payment total:</u>	<u>£7202.69</u>
<u>July direct debits total:</u>	<u>£155.00</u>
<u>Balance of current account once cheques and July</u>	
<u>direct debits taken out (£7357.69)</u>	<u>£16,462.94</u>

7. RFO Salary Breakdown:

<u>Wages for June 2019</u>	<u>£430.00 (no statutory deductions)</u>
<u>Agreed overtime</u>	<u>£248.00 (no statutory deductions)</u>
<u>Postage costs</u>	<u>£12.65</u>

Since issuing the above report, the RFO confirmed two additional payments are required for authorisation:

<u>002830 Ely &amp; Littleport Riot</u>	<u>Feast Entertainment – Border Morris Dancing £90.00</u>
<u>002831 Cllr. C Roberts Seed for Eleanor's Field</u>	<u>£575.00</u>

It was proposed by Councillor Speed that the cheques could be signed, this was seconded by Councillor Taylor, with the whole Council in agreement.

19/52 To receive correspondence

An email was received from a concerned resident regarding Hedge Hogs, getting their legs cut off by the use of Strimmer's by the gardening contractors. The Council agreed that this was probably the case as the only strimming that takes place in in the grave yard, verges and around trees. The Clerk to speak to the gardeners to ensure they check for Hedge Hogs before strimming any long grass.

An email was received regarding the path from Plantation gate and the cemetery, it has become over grown and not being cut on a regular basis. The Clerk to speak to the grander to ensure this gets cut. It was also brought up about the over grown hedge on the corner of Read street heading into Brook lane. This was cut back last year by the County Council, The Clerk to contact Sanctuary housing again to see what can be done.

19/53 To receive verbal reports from working parties and sub-committees

Footpaths Working party – None  
Amenities Working Party – None  
Recreation Ground Working party - None  
Highways Working Party – None  
Finance, Governance and Personnel Committee – None

Feast Sub – Committee – None

19/54 Items for inclusion on the next Parish Council meeting agenda

1. To review the quotes for the Bowls Club
2. To review risk assessments and terms of reference
3. To discuss weekly playground inspections moving forward
4. To review the applications for a new Councillor

**19/55 To receive Councillors questions**

**The Clerk was asked that it be put in the Newsletter regarding considerate parking in the village and to avoid parking close to junctions or on corners.**

**The meeting closed at 9.01pm**

**The next Parish Council Meeting will be held on Tuesday 3rd September 2019 in the Parish Rooms at 7pm**

Stretham Parish Council  
Minutes of the Parish Council Meeting held on  
***Tuesday 1st October 2019 at 7pm***  
In the Parish Rooms, High Street, Stretham

Present: Councillor Parish (Chair), Councillor Bright (Vice Chair) Councillor Saunt, Councillor Murfitt, Councillor Speed, Councillor Taylor  
Councillor Nuttall, Councillor Roberts, Councillor Wright, Councillor Williams.

In attendance: The RFO and The Clerk

19/78 To receive apologies and approval of absences.  
Absent: None

19/79 To receive declarations of interests and to consider requests for dispensations  
None

19/80 To resolve that the Minutes of the Parish Council meeting held on 3rd September 2019 are a correct record

The Council resolved that the minutes of the Parish Council meeting held on 3rd September 2019 are an accurate record. Proposed by Councillor Roberts and seconded by Councillor Nuttall.

19/81 To receive an update about the progress of actions from the last meeting of Stretham Parish Council held on the 3rd September 2019

The RFO and I have been down to the AWP, there is a patch in the Astro that has been burnt. It is a patch to the left as you go in the gate. I have met with DEM sport and obtained the quote for the netting on top of the AWP. I have been in touch with Sargent Mark Rabel, he has given me a copy of the ICO guide to CCTV, which sets out the Data Protection act on how to use CCTV and storing images. He advised that if CCTV was to be put The Council would need to put up signs letting people know CCTV is being used and why, you must be able to provide image within 40 days to anyone you have recorded and you can charge up to £10 for this information, you must share images with the authorities such as the Police if requested and you must only store images as long as you need them. Mark also suggested talking to Soham and Littleport Parish Councils as they have CCTV. The Council asked the Clerk to see if Littleport or Soham Parish Council could come and inform the Council of how they set up their CCTV and what it involved. I have reported the loose manhole cover down at the bottom of the high street and I have reported the pot hole outside of the Post Office. The RFO and I have a meeting with Maureen to discuss bookings of the Parish Rooms and Pavilion and to discuss how payments are processed. A meeting has been set up with Laura to discuss the Newsletter, this will take place on Wednesday 9th October, 7.30pm at the Pavilion. After an issue last week with locating a pre – paid burial plot from 2005, due to the records not being kept accurately, I have arranged to meet with Rosie from Sutton Parish Council to discuss how they record burials and pre – purchased graves. A visual map may be the way forward.

19/82 To receive an update on the Bowls Club nets

The Clerk read out the quote from DEM Sports, to add additional posts and netting to the top of the AWP would cost £2,527.50 + VAT. Councillor Roberts explained that the AWP has always been an issue with Balls getting kicked over. He also explained that if the net is put on the AWP that is fine if the calls just come from there, however if they come from the recreation ground this netting is not going to stop the problem. Councillor Nuttall asked how many balls actually come into the Bowls club, the meeting was opened to the public. With a representative from the Bowls club present, he explained that at their last match 5 balls came over and this was from the adult's team. Council Roberts proposed that the Clerk gain another quote, to allow the fencing to go against the Bowls club hedge that faces the AWP and then 6 meters round the side of the hedge. The net to start from 300ml from the top of the hedge. This was seconded by Councillor Nuttall, with the whole of the Council in agreement.

19/83 To discuss the email received from Stretham Sporting

An email was received from Stretham Sporting, stating that they had over paid on their last session invoice and were charged for 5 teams playing when in fact there were only 3 teams playing. The Clerk and RFO informed the Council that we were not informed that there were less teams playing. Therefore, **Stretham** Sporting would like a refund on the £600 over payment. Councillor Roberts explained that the agreement when the Council took over the Pavilion and AWP was that the Council would pay for half the running costs and that the other half would be paid for by the clubs using the facility. Due to the fact the Council was not made aware of the lower number of teams, Councillor Roberts proposed the £300 should be refunded to Stretham Sporting (as a credit against the current years charges) as a goodwill gesture, this was seconded by Councillor Wright with the whole Council in agreement. The RFO to contact Stretham Sporting to inform them of the Councils decision.

Stretham also expressed their concern regarding the broken goal in the AWP and the amount of vandalism and anti – social behaviour that is happening down at the Recreation ground. The Clerk to inform Stretham Sporting that new **goals** and nets have been purchased and as soon as they arrive, they will be put up. Councillor **Murfitt** will go down and remove the dangerous goal. Once they are in place the goals will be left out, however the nets will only be used by people who rent the AWP, to stop them being damaged. The Clerk to also let them know that the Police have been made aware of what is happening at the Recreation ground and they have stated that if anyone should witness vandalism or anti – social behaviour then it needs to be reported to 101 for them to be able to do anything about it.

Stretham Sporting also asked for the AWP to be locked up when not being used, unfortunately when the Grant was given for the AWP it was on the understanding that it would not be locked and would be accessible for everyone to use.

The Council agreed that moving forward the Council will continue to pay half the running costs of the Pavilion and the other half will be divided equally by any teams that will be using the facilities.

19/84 To review and discuss the email received from the Speed Watch Group

An email was received by the Council from the Speed Watch Group asking for the Council to purchase some signs that can be put on signs as you enter the Village to inform people that a Speed Watch group operates here, they also requested a mobile phone that could be used by the group and that would have an answer phone for people to leave messages. The Clerk sort advice from Highways and the signs would be £88.00 + Vat each. Councillor Bright proposed that the Council buy the signs required, this was seconded by Councillor Clerk with the whole Council in agreement. Councillor Roberts objected to the mobile phone and said that the Clerks number could be used and anyone interested in the group could also contact Councillors, the Council agreed.

**19/85 To discuss the Grant given to the SWCLT for the Doctors surgery**

***When the Grant was first discussed it was agreed that it would come out of the reserves. The Finance Sub – Committee have since looked into this and propose that the money should actually come out of the CIL money received. This was proposed by Councillor Nuttall and seconded by Councillor Speed, with the whole Council in agreement.***

19/86 To review and accept the external Audit report

All Councillors were provided with a copy of the report and given the opportunity to ask questions. Councillor Roberts asked how much we are currently paying each year off the Public Works Loan. The RFO to have a look at what the current interest rate is and what payments we are making.

19/87 To review and approve the minutes from the September Finance and Governance Sub – Committee meeting

Councillor Nuttall went through the minutes and Councillors were all provided with a copy. Councillor Nuttall explained that they are currently working through things to regulate processes and procedures. It was proposed to adopt the minutes by Councillor Nuttall and seconded by Councillor Wright, with the whole Council in agreement.

19/88 To discuss a new Parish Council notice board

The Finance and Governance Committee reviewed the cost for this and said that there is money in the budget for a new notice board. This was proposed by Councillor Nuttall and seconded by Councillor Clerk, Councillor William abstained from voting, the rest of the Council were in agreement.

19/89 To discuss an additional cut of the Recreation Ground

The Clerk explained that Luke Hamill who currently does the grass cutting in the village has suggested that an additional cut is required this year. Due to the warmer temperatures later in the year the grass is still growing. The Council discussed this and agreed that an additional cut of all areas should take place, this should be reviewed on a yearly basis. Councillor Clerk proposed the additional cut, this was seconded by Councillor Williams with the whole Council in agreement.

19/90 To review the proposed budget

All Councillors were given a copy of the proposed budget, agreed at the last Finance, Governance & Personnel Committee meeting. The RFO gave a projection of costs to the end of this financial year. Based on this projection, it is likely there will be a deficit of £7,625 which will need to be drawn from Reserves. Councillor Nuttall proposed to accept the budget, this was seconded by Councillor Roberts with the whole Council in agreement.

19/91 To review the proposed Precept

The Finance, Governance & Personnel Committee met to discuss the proposed Precept for 2020/21. Based on the projected budget for 2020/21, it suggested the Precept should be increased to £66,950. It was proposed by Councillor Roberts that the Precept should not be increased this year (would remain at £65,000), this was seconded by Councillor Clerk, with the whole Council in agreement.

19/92 To consider planning applications

19/01323/FUM – Erection of a new B8 storage and distribution building, additional parking spaces and associated drainage and landscaping works. 19 Ely Road, Stretham. The Council made no objections to this application; however, they would like to see better screening/landscaping on the North and East side, facing Ely and the A10. This was proposed by Councillor Roberts and seconded by Councillor Clerk

19/93 To receive Planning application decisions

19/00780/FUL – Culvert of existing open ditch. 8B Wilburton Road, Stretham.

19/01148/TPO – Tree preservation order at 10C Reads Street.

S/0559/17/OL – Waterbeach Barracks and Airfield site. Outline planning for up to 6,500 dwellings including up to 600 residential institutional units, business, retail, community, leisure and sports uses, a Hotel; new primary school and secondary school; green open spaces including parks, ecological areas, woodlands; principal new accesses from the A10 and other points of access.

20/94 To receive an update on SWCLT

2 more houses are coming over, in March there will be 4 1-bedroom bungalows coming over to the trust with 2 of these already being allocated. There is a meeting to take place to discuss the Doctors surgery development.

21/95 Finance – To authorise payments from SPC accounts and to note receipt of income

#### RFO UPDATE – OCTOBER COUNCIL MEETING

1. Income Received (September)

Bank Interest (CIL account)	£3.08
Bank Interest (32-day account)	£146.35
Room Hire	£160.00
Advertising	£45.00
Burial Fees & Headstones	£255.00
Electricity meter income (Parish Rooms)	£71.00
SWCLT 50% contribution – grass cutting Manor Farm	£320.00
Total income received:	£1000.43

2. Replacement Cheque Issued:

Cheque No	Payee	Description	Total Amount
002853	L Gotobed	Bus shelter maintenance	£80.00

The above replacement cheque issued – cheque 002845 lost in the post

3. Cheques for signature:

Cheque No	Payee	Description	Total Amount
002854	Viking Stationery		£42.26
002855	L Shearing	Newsletter printing	£737.00
002856	M Hutter	Keyholder Fee	£60.00
002857	L Gotobed	Bus shelter maintenance	£80.00
002858	Wages	Wages & WFHA - September	£559.52
002859	Wages	Wages & WFHA - September	£433.89

002860

R H Landscapes

Grass cutting contract - £1166.62

£1766.62

Trim laurel hedge, prune shrub, reduce Cherry - £600.00

002861	PKF Littlejohn	AGAR y/e 31st March 2019	£480.00
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002862	V Russell	Litter Picker	£125.00
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002863	P Penny	Caretaker charges & Inventory	£508.75
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002864	O Baylis	Newsletter delivery	£80.00
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Total: £4873.04

4. Direct Debits taken out since last meeting:



Name	Description	Frequency	Total Amount
Anglian Water	Water - Pavilion	Quarterly	£82.91
EDF	Electric – Parish Rooms	Monthly - September	£37.00
EDF	Electric - Pavilion	Monthly - September	£38.00
Total Direct Debits:			£157.91

Balance of current account as at 30th September 2019	£10,096.90
Balance of CIL as at 9th September 2019	£72,463.55
Balance of 32 days interest account as at 23rd September 2019	£86,942.67
Balance of 'old' reserve account	£1.03

Cheques for payment total	(£4873.04)
Balance of current account once cheques cleared:	£5223.86

It was proposed by Councillor Murfitt that all cheques be paid, this was seconded by Councillor Nuttall, with the whole Council in agreement.

22/96 To receive correspondence

An email was received from a concerned resident regarding parking down the High Street, particularly parking across drop kerbs outside of her house. Making exiting and entering the property very dangerous and has requested that white lines are painted on the road to stop this from happening. The Council asked the Clerk to get in contact with Highways to see if this is possible.

An email was passed round from ECDC to inform people that if offensive graffiti is found to get in touch with them and it will be removed by ECSS.

23/96 To receive verbal reports from working parties and sub-committees

Footpaths Working party – Councillor Bright has been in touch with Derek Crosby to discuss the option of reducing the speed limit into the Village, he is currently waiting for a response. The boards are currently being made for Wakefield Way bridge.

Amenities Working Party – Terms of reference are currently being completed for all Working Parties. Councillor Clerk would like to join the Amenities committee.

Recreation Ground Working party - None

Highways Working Party – None

Finance, Governance and Personnel Committee - None

Feast Sub – Committee – The first meeting will take place in November

24/97 Items for inclusion on the next Parish Council meeting agenda

1. To discuss the hours of the RFO
2. To discuss dog poo bins in the village

25/98 To receive Councillors questions

The Clerk to find out what is happening with the wheel ride at the recreation ground.

Councillor Murfitt asked if the ditch around the recreation ground could be cleared out, the Clerk to ask the gardeners to do this and to add it to the contact on a yearly basis.

Eleanor's field needs to be cut again, this is to be discussed at the next amenities meeting.

The Clerk to find out when the Dog poo bins are emptied and to ask if stickers could be put on all of them to ensure everyone knows who to call when they need to be emptied.

The meeting closed at 9.00pm

The next Parish Council Meeting will be held on Tuesday 5th November 2019 in the Parish Rooms at 7pm

Stretham Parish Council  
Minutes of the Parish Council Meeting held on  
***Tuesday 5th November 2019 at 7pm***  
In the Parish Rooms, High Street, Stretham

Present: Councillor Parish (Chair), Councillor  
Saunt, Councillor Murfitt, Councillor Speed,  
Councillor Nuttall, Councillor Roberts, Councillor Wright, Councillor  
Williams, Councillor Clark

In attendance: The RFO and The Clerk

19/99 To receive apologies and approval of absences.

Absent: Councillor Taylor – Work commitments, Councillor Bright (Vice Chair)

19/100 To receive declarations of interests and to consider requests for dispensations

Councillor Saunt – Planning application 19/00811/FUL

19/101 To receive an update from County and District Councillor Bill Hunt

- There have been some improvements to the Stretham Roundabout, this work is due to be finished by the end of November.
- 12 miles of the new A14 will open in December, from Cambridge services up to the A1.
- There is going to be a study taken place in 5 schools in Cambridgeshire on Co2 emissions. 5 Schools will have a parking ban put in place. At drop off and pick cars will have to park 300 yards from the school, to see if this has an effect on Co2 emissions around the Schools.
- The Ely Zipper service currently relies on funding being available each year. The route of the bus will now incorporate Lancaster Way Business park. Grovesmere will now put forward some of the funding to ensure this service continues. With this in mind the timetable has slightly changed and the times have moved to 5 – 6 minutes earlier. If you use this Bus please do check the new timetable.
- Solar panels will be put up in the guided bus way car park in St Ives, this will generate enough power to almost power the whole of St Ives.
- Currently you are not charged to dispose of waste at the recycling centre. To stop businesses from dumping waste there, if you drive a van then it will need to be registered and you will be allowed to visit the tip 12 times a year. Cars and camping trailers will be allowed in as many times as they like.
- The BP roundabout will have upgrades taking place, this will include a new road going in the Witchford direction, this will hopefully help with the traffic at peak times.

19/102 To resolve that the minutes of the Parish Council meeting held on the 1st October 2019

The Council resolved that the minutes of the Parish Council meeting held on 1st October 2019 are an accurate record. This is Proposed by Councillor Roberts and seconded by Councillor Nuttall.

19/103 Public Participation

One resident was present, but did not want to speak.

19/104 To receive an update about the progress of actions from the last meeting of Stretham Parish Council on 1st October 2019

I have reported the broken Manhole cover opposite Walnut Tree Close again. The Speed Watch signs have been ordered. I have emailed Stretham Sporting and they have come back with a response, that

will be discussed later in the meeting. I have spoken to Luke Hamil and there will be another cut of all areas taking place and he will also be clearing the ditch around the recreation ground. While he is in the Village, he will also be taking a look at the trees in the Topsy and Tim play park, as they are covered in Ivy and one is over hanging onto the road and is unstable. I have started to look at fire proof cabinets and will have one in place in the next few weeks. Wakfield Way bridge has now been repaired. The Dog waste bins are all emptied on a Wednesday and I have requested that stickers are put on all of them, giving the number that you call if they need emptying.

19/105 To receive an update on the Bowls Club Nets

The Clerk read out the quote received for the nets from DEM Sports, The Nets would go along the hedge opposite the AWP and down the other side. The quote came to £6,106.50. After much discussion, the Council decided that this was far too much money to be spent to stop the footballs going over the hedge. It was decided that the Recreation ground Sub – Committee will meet with the Bowls Club to discuss if the Bowls Club can give any money towards this and to see if there are any grants available for this work.

19/106 To discuss Stretham Sportings appeal for a refund

The Clerk read out the email received from Stretham Sporting. The email stated that they were not happy with the goodwill gesture the Council made of £300 towards their over payment made last year. Council Roberts explained to the Council that when the Council took over the Pavilion, it was agreed that the Council would cover 50% of the running costs and that the over 50% would be covered by the teams using the facility. Therefore, the amount would be split between all the teams that are playing that year. Last year Stretham Sporting did not inform the Council that fewer teams were playing and paid the invoice that was sent to them. The Council agreed that they would not refund the whole £600, but would stick to the £300 goodwill gesture that was made. The Clerk to inform Stretham Sporting.

19/107 To receive an update on CCTV

The Clerk has been in contact with Littleport and Soham Parish Councils who have both put up CCTV in their parishes. Both Councils have invited Stretham Parish Council to visit and have a look at the equipment they have and to discuss the legal requirements. The Clerk to set up a meeting which Councillor Nuttall, Councillor William's and Councillor Wright will attend.

19/108 To discuss the Play Area Risk Assessments

Councillor Parish Read out parts of the risk assessment to Councillors and Councillors were given time to read the assessment. The RFO explained to the Council that the insurance states that in order for the insurance to be valid at the very least monthly inspections of the play areas need to take place. To get ECDC to do this would cost £900 a year. Councillor Roberts noted that the monthly check would probably be to cover the Public Liability insurance and not have anything to do with the Play equipment. Councillor Nuttall has looked through the insurances and noted there are a number of items requiring clarification from the insurers. This matter will be referred to the December FGPC meeting. Cllr Roberts asked the RFO to clarify if the inspections are required under the Contents or Public Liability section of the insurance. This item will be put on the agenda for the January meeting to receive the feedback.

19/109 To discuss Defib Training

Councillor Parish suggested that now the Defib is in place, a training session should be set up, it was decided that the following groups should be offered training, Church, Shop, Pub, School, football club and a note put into the Newsletter offering residents the opportunity to take part. The Cost of the training course would be £195 + VAT, this was proposed by Councillor Roberts and seconded by Councillor Clark.

19/110 To review Working Parties and Sub - Committees

Councillor Parish put it to the Council that all the Working Parties should all be changed to Sub – Committees, this would allow them to have more powers and to make decisions rather than taking it

all to the full Council. This was proposed by Councillor Clark to accept this and seconded by Councillor Saunt, with the whole Council in agreement.

19/111 To review Terms of Reference for Sub - Committees

The following terms of reference were provided to the Council for review, Communications, Feast and Amenities. In the terms it states that all Committees will meet at least 3 times a year. It was proposed by Councillor Speed to accept the terms of reference and seconded by Councillor Saunt with the whole Council in agreement. Councillor Parish also proposed that the Highways and Footpaths Sub – Committees be merged into one, it was proposed by Councillor Saunt to accept this and seconded by Councillor Wright, with the whole Council in agreement.

19/112 To receive feedback on the Newsletter meeting

Councillor Nuttall read out the minutes from the meeting. It was proposed that all adverts be changed to landscape and only be half a page and that should be charged at £20 an advert. It was also suggested that the Newsletter be sent out towards the end of each month with content for the following month. So, everything submitted in December will be for the January meeting. This was agreed to by the full Council.

19/113 To receive the updated budget for 2020/2021 and consider any final funding requests from Sub - Committees

Following on from the last meeting the Budget has been amended. There was additional costs put through from the Amenities Sub – Committee, the painting of the village benches and bus shelter and more benches to be put in the grave yard. Councillor Nuttall and the RFO talked through each line and explained what each column stands for. The RFO to go away and update with the additional figures from the Amenities Sub – Committee and to present it at the next meeting for approval.

19/114 To discuss the hours of the RFO (due to the confidential nature of the business to be transacted, members of the Public will be asked to leave the meeting at this point)

The RFO was asked to leave the meeting at this point.

Councillor Parish explained to the Council that the RFO has currently been working overtime to catch up on everything that needs completing and has done 16 hours overtime, it was put to the Council that she should be paid this overtime. Councillor Parish also informed that the RFO requires more hours due to the work load, the Council discussed this request and agreed to the additional hours taking the RFO from 8 hours to 12, this will be reviewed at the June Finance and Governance Sub – Committee meeting in June 2020. This was proposed by Councillor Nuttall and seconded by Councillor Speed, with the whole Council in agreement.

19/115 To consider planning applications

19/00811/FUL – 22 Akeman Close, Stretham. Two storey side extension and single storey front and rear extensions. An amendment was received regarding this application, the amendment involves the reduction in depth of first floor elevation. The Council made no objections to this application. This was proposed by Councillor Roberts, seconded by Councillor Speed, with the Council in full agreement. Councillor Saunt abstained from voting due to a declaration of interest.

19/01497/FUL – Stowbridge Solar Farm, Newmarket Road, Stretham. Installation of a replacement inverter and storage container. The Council made no objections to this planning. This was proposed by Councillor Nuttall and seconded by Councillor Clark, with the whole Council in agreement.

19/01440/FUL – 5 Ash Place, Berry Close, Stretham. Erection of new porch to side of property, move patio doors, alterations to rear window and internal alterations. The Council made no objections to this application. This was proposed by Councillor Roberts and seconded by Councillor Speed, with the whole Council in agreement.

19/116 To receive planning application decisions

19/01188/FUL – 11 Newmarket Road, Stretham. Increase in height of boundary fence from 1.5m to 1.8m Retrospective.

19/01264/FUL – Site south of 14 Brook Lane, Stretham. Erection of a new 3-bedroom bungalow with integral single garage and associated driveway, drainage and landscaping.

19/117 To receive an update on the progress of SWCLT

*There has been progress on the new Doctors surgery, work is continuing with the NHS and the design have been agreed. There will be 4 business units to let and possibly 2 offices in the Doctors surgery. 4 bungalows are due in March and 2 of these have been allocated.*

19/118 Finance - to authorise payments from SPC accounts and to note receipt of income  
AGENDA ITEM 20 - FINANCE REPORT – 5TH NOVEMBER COUNCIL MEETING

1. Income Received (October)

Bank Interest (CIL account)	£2.98
Bank Interest (32-day account)	£76.91
Parish Rooms - Room Hire	£260.00
Pavilion Hire (WI)	£80.00
Advertising (inc. 6 months in advance – Frames)	£150.00
SWCLT 50% contribution – grass cutting Manor Farm	£45.71
Land Ret – Veal	£1740.15
AWP – Stretham Sporting (half year)	£150.00
VAT Refund – April to September 2019	£1,978.09
CIL	£19,245.40
Total income received:	£23,729.24

2. Cheques for signature:

Cheque No	Payee	Description	Total Amount
002865	Viking	Printer Ink	£36.71
002866	Wages	Keyholder Fee	£60.00
002867	Wages	Bus shelter maintenance	£80.00
002868	Wages	Wages & WFHA - October	£559.52
002869	Wages	Wages & WFHA - October	£433.89
002870		Cheque cancelled	
002871	Simon Reed	New bridge runners – Wakefield Way Bridge	£547.00
002872	Harrod Sport	Football posts and nets	£534.72
002873	Wages	Newsletter delivery	£80.00
002874	L Shearing	Newsletter printing	£737.00
002875	Wages	Caretaker charges	£365.00
002876	R H Landscapes	Grass cutting – additional Cut	£966.82
Total:			£4400.66

3. Direct Debits taken out since last meeting:

Name	Description	Frequency	Total Amount
EON	Electric – Street Lights	Quarterly	£51.75
EDF	Electric – Parish Rooms	Monthly – November	£32.00
EDF	Electric - Pavilion	Monthly - October	£38.00
ECDC	Council Tax - Cemetery	Monthly - November	£63.00
ECDC	Council Tax – Pavilion	Monthly - November	£55.00
PWLB	Public Works Loan	Half yearly	£2938.75
ICO	ICO Subscription	Annual	£35.00
Total Direct Debits:			£3213.50

4. PWLB – Repayment of £2,500 capital and fixed interest @ 5.850% (£438.75) = £2938.75
5. Precept Request to ECDC for £65,000 for 2020/21 – to be signed by the Chair of Finance, Governance & Personnel Committee – as per Council Minute 19/91 (meeting date 1st October 2019).
6. Letter to Lloyds Bank requesting the transfer of the following funds from the current account to the CIL account:

Monies required to reconcile CIL account, as agreed at FGPC Meeting held on 17th September 2019 and approved by Council 1st October 2019: £3098.44

CIL money received 29/10/2019 (paid into current account): £19,245.40

Total transfer required: £22,343.84

7. Bank Account Balances:

Balance of CIL as at 5th November 2019 £72,466.53

Balance of 32 days interest account as at 5th November 2019 £87,019.58

Balance of 'old' reserve account £1.03

Balance of current account as at 5th November 2019 £58,024.71

Cheques for payment total (£4,400.66)

Unpresented cheque (Ely Riot) (£90.00)

Transfer from General account to CIL (£22,343.84)

Balance of current account once cheques cleared: £31,190.21

It was proposed by Councillor Nuttall that all cheques be paid, this was seconded by Councillor Murfitt, with the whole Council in agreement.

19/119 To receive Correspondence

An email was received from a resident who was concerned that the Stretham Pumping engine is not advertised more, especially with signs on the A10 stating an historic monument is there. The Council asked the Clerk to get in contact with the volunteers who run it and ask them if they would like to put an article in the Village Newsletter.

An email was received regarding The Grove, it says that it is very slippery and dangerous. The Clerk to email Highways to ask them to clear the moss.

There has been a report of a large tree on the path out of the cemetery, backing onto Kitson Gardens. The tree is very large and appears to have some dead wood on and is hanging over the fence to a property on Kitson Gardens. Councillor Clark to go and have a look at the tree and report her findings back.

A boot camp is to be set up on the recreation ground in January. The owner of the boot camp asked if they could put banners up on the recreation ground. The Council asked the Clerk to reply and inform the resident that planning consent would be needed.

19/120 To receive verbal reports from Sub – Committees

Footpaths Working party – None

Amenities Working Party – After the Sub – Committee met, they discussed the need for an extra two dog bins in the village, one on the Green at Manor Farm and one down the High Street. This was proposed by Councillor Roberts and seconded by Councillor Speed with the whole Council in agreement. It was also reported back that the lids are missing from the dog waste bin near the Topsy and Tim park and at Green end. Councillor Parish read through the minutes taken from the meeting. It was requested that the village benches are painted and next financial year it is put in the budget to purchase additional benches in the cemetery This was proposed by Councillor Roberts and seconded by Councillor Nuttall, with the whole council in agreement.

Recreation Ground Working party - None

Highways Working Party – None

Finance, Governance and Personnel Committee - None

Feast Sub – Committee – None

19/121 Items for discussion at the next Parish Council meeting

None

19/122 To receive Councillor Questions

A Councillor asked if planning permission had been sought for the building that is currently going up at 45 Cambridge Road, the Clerk to check.

The seats at the Recreation ground need to be looked at as some have been broken.

The meeting closed at 9.20pm

The next Parish Council Meeting will be held on Tuesday 3rd December 2019 in the Parish Rooms at 7pm

2019 12 03

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Present: Councillor Parish (Chair), Councillor Saunt, Councillor Murfitt, Councillor Taylor, Councillor Nuttall, Councillor Wright

In attendance: The RFO and The Clerk

19/123 To receive apologies and approval of absences.

Absent:

Councillor Roberts – Work commitments

Councillor Williams –Illness

Councillor Clark – Personal commitments

Councillor Speed – Personal commitments

19/124 To receive declarations of interests and to consider requests for dispensations

None

19/125 To resolve that the minutes of the Parish Council meeting held on the 5<sup>th</sup> November 2019 are a correct record

The Clerk explained that Councillor Clark had been missed, as being in attendance at the last meeting on the set of minutes provided to Councillors. The Clerk has now added Councillor Clark to the minutes to be signed. The Council resolved that the minutes of the Parish Council meeting held on 5<sup>th</sup> November 2019 are now an accurate record. Proposed by Councillor Saunt and seconded by Councillor Murfitt.

19/126 Public Participation

A member of the Speed Watch group was in attendance to give an update on there last Speed Watch meeting.

On Friday the 22nd November 4 sessions were run, 3 by Manor Farm in the morning and one late afternoon by the recreation ground. These sessions were supported by Sgt Mark Rabel and two special Constables, however they were not in continuous attendance, being called away and then returning. They did ticket 2 drivers who were exceeding 40mph entering the village and had one fail to stop.

Stretham Parish Council

***Minutes of the Parish Council Meeting held on Tuesday 3rd December 2019 at 7pm***

In the Parish Rooms, High Street, Stretham

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A total of 58 cars were caught speeding of which 33 were leaving the village. In the first hour the highest speed recorded was 47mph, and another 15 exceeding 40mph. A few unwanted gestures were directed at the volunteers, but they did also receive a few thumbs up. The morning session really did highlight the need for some form of speed reduction measures entering the village. Finally have the speed watch signs been ordered. The Clerk said yes, they have.

19/127 To receive an update about the progress of actions from the last meeting of Stretham Parish Council on 5th November 2019

I have been in touch with Pam at Highways with reference to The Grove and the moss on the path that was reported. Pam checked their position on this type of thing and the reason there is moss is because the path has little use, if there was more footfall then the moss would not develop and spread. Pam said she appreciates that there is concerns but there is not much they can do. However, we could use

the Community Pay pack team to tackle this sort of thing, Pam is going to put it forward for them to do.

***I wrote to Stretham Sporting to inform them that the Council will not be refunding the full £600 but has made a goodwill gesture of £300. Stretham Sporting said they were extremely disappointed and find it really sad that the Council are refusing to acknowledge its own error and are keeping 3300 of their money raised from players subs and their own fundraising. They are now going to seek legal advice before responding further and will inform parents of the Councils response.***

I have looked through the planning documents and cannot find anything relating to a building going up at 45 Cambridge Road. The only planning documents for this property is for tree felling. I have sent an enquiry form into East Cambs regarding this issue.

As per the last meeting 2 new dog poo bins have been purchased, one for manor farm and one for the high street. The ditch at the recreation ground has been cleared.

Luke and I have been to look at the trees at Topsy and Tim Park, Tree number 1 requires all of the Ivy removing. Tree 2 - all Ivy needs removing or fell to the ground. Luke recommend we fell as much as possible, as most of the crown is dead. Tree number 3 – Needs to be felled to the ground, the tree has 3 large broken branches, which if removed would leave almost no crown. The tree is not in a good way at all.

The tree down the cemetery path needs all the deadwood removing and the canopy reduced to British standards, up to 25% and no more.

It was proposed by Councillor Saunt to get the work done to the Trees, this was seconded by Councillor Wright, with the whole Council in agreement.

Councillor asked the Recreation Ground Committee to look at what type of trees could be planted to replace the ones that need to be taken down.

19/128 To adopt the final budget Councillors were all given a copy of the revised budget. It was proposed by Councillor Nuttall to accept the proposed budget, this was seconded by Councillor Saunt, with the whole Council in agreement.

19/129 To receive the resignation of Councillor Bright

The Council received an email from Councillor Bright (Vice Chair) informing them of his immediate resignation from the Council due to personal circumstances. Councillor Bright said he had enjoyed his time on the Council and everything he has done for the village. Councillor Parish said that Councillor Bright would be missed and passed on her thanks for everything he has done.

As Councillor Bright was vice Chair of Stretham Parish Council and Chair of the Footpaths and Highways Sub – Committee, it will be put on the agenda for the January meeting to appoint a new Vice Chair and Chair of the Sub-Committee. The Clerk to put an Advert in the Newsletter for a new Councillor.

19/130 To review Terms of Reference for the Sub-Committees Councillors were given a copy of the terms of reference for the Highways & Footpaths and the Recreation ground Sub-Committees, all Council members were given an opportunity to ask questions.

a) It was proposed by Councillor Nuttall and seconded by Councillor Taylor to adopt the Recreation Ground Sub-Committee Terms of reference, with the whole Council in agreement.

b) It was proposed by Councillor Wright to accept the Terms of Reference for the Footpaths & Highways Sub-Committee; this was seconded by Councillor Murfitt, with the whole Council in agreement.

19/131 To consider planning applications:

19/01573/FUL – 49 – 51 Station Road, Wilburton. Change of use of a vehicle dismantling premise to B1 light industrial/office use. The Council made no comments.

19/01598/FUL – 1 Old Orchard Lane, Stretham. Erection of 1 Summer house, 1 x Green House, 2 x Sheds and associated works in a residential garden. No objections were made to this application, this was proposed Nuttall and seconded by Councillor Taylor with the whole Council in agreement.

19/132 To receive planning application decisions:

19/01497/FUL – Stowbridge Solar Farm, Newmarket Road, Stretham. Installation of a replacement inverter and storage container. This application has been approved.



19/01440/FUL – 5 Ashe Place, Berry Close, Stretham. Erection of new porch to the side of the property, move patio doors, alterations to rear window and internal alterations. This application has been approved.

18/01338/FUL – Land South of 1 to 4 Stowbridge Cottages, Green End, Stretham. Proposed detached dwelling and double garage. This application has been approved.

19/00811/FUL – 22 Akeman Close, Stretham. Two storey side extension and single storey front and rear extensions. This application has been approved.

19/133 To receive an update on the progress of SWCLT Councillor Parish attended the Wilburton open event and had a look at the plans. Councillor Parish said she was impressed with the amount of open green space.

19/134 Finance - to authorise payments from SPC accounts and to note receipt of income

1. Income Received (November)

Bank Interest (CIL account) £3.28

Bank Interest (32-day account) £48.32

Burial Fees £200.00

Parish Rooms - Room Hire £556.00

Land Rent – Carey £129.00

Total income received: £936.60

2. Cheques signed since last meeting:

Cheque

No

Payee Description Total Amount

002877 Royal British

Legion

Poppy Wreath (Donation) £30.00

3. Cheques for Signature:

Cheque

No

Payee Description Total Amount

002878 Wages Keyholder Fee £60.00

002879 Wages Bus shelter maintenance £80.00

002880 Wages Wages & WFHA -

November

£559.52

002881 Wages Wages, WFHA & Overtime

- November

£781.93

002882 HMRC PAYE/NI - November £67.10

002883 Haysom Ward

Miller

Development & Design –

GP Surgery

£3659.94

002884 Wages Newsletter printing £737.00

002885 Wages Caretaker charges &

cleaning materials

£392.55

002886 R H Landscapes Grass cutting – additional

Cut £483.41

£1023.41

Brush cut ditch on side of

rec £540.00

002887 Wages Newsletter Delivery £80.00

002888 C Roberts Refund of Zipper Funds £475.00

002889 Wages Event Licence (Farmers

Market) & Ink Cartridges

£102.98

002890 Cancelled Cheque cancelled

002891 Viking Direct Ink Cartridges & Postage stamps

£131.03

Total: £8150.46

The RFO requested authority to also pay an invoice from Goff Petroleum in the sum of £1640.47.

4. Direct Debits taken out since last meeting:

Name	Description	Frequency	Total Amount
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Anglian			
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Water			
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Water - Cemetery	Quarterly	£12.07	
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Anglian			
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Water			
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Water - Pavilion	Quarterly	£83.39	
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EDF Electric – Parish Rooms	Monthly – December	£32.00	
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EDF Electric – Pavilion	Final account	£16.59	
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ECDC Council Tax - Cemetery	Monthly - December	£63.00	
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ECDC Council Tax – Pavilion	Monthly - December	£55.00	
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Total Direct Debits: £262.05

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5. Letter to Lloyds Bank requesting the transfer of the following funds from the CIL account to the current account:

2 x invoices paid to Haysom Ward Miller – GP Surgery Contribution, approved by Council 5th November 2019:

Invoice 1802 – 5

th March 2019 £2575.95

Invoice 1865 – 26th September 2019 £3049.95

Total transfer required: £5625.90

6. Bank Account Balances:

Balance of CIL as at 2nd December 2019 £94,813.65

Less Transfer of Haysom Ward Miller Fees to current a/c  
(£5,625.90)

Balance of CIL Account £89,187.75

Detailed Income and expenditure report for CIL account attached to this report.

Balance of 32-day interest account

as at 2nd December 2019 £87,067.90

Balance of 'old' reserve account £1.03

Balance of current account as at 2nd December 2019

£31,873.16

Less unpresented cheques (£90.00)

Less Cheques for payment (£8,150.46)

Transfer from CIL account to General account £5,625.90

Balance of current account once cheques/transfers  
cleared: £29,258.60

7. Date of Next Finance, Governance & Personnel Committee Meeting

Next meeting is scheduled for Tuesday 17th December, commencing at

7.30 pm in the Parish Rooms. Members are requested to advise the RFO

if they are unable to attend, to ensure a quorum. It was proposed by Councillor Nuttall that all cheques be paid, this was seconded by Councillor Murfitt, with the whole Council in agreement.

19/135 To receive Correspondence

An email was passed round to Councillors from a group called Power for people regarding the Electricity Bill.

An email was received from a concerned resident of Short Road, stating that the footballers are causing a lot of mud on the footpaths round Short Road. The Council asked the Clerk to forward on to the resident the details of the football clubs so he could discuss it further with them.

19/136 To receive verbal reports from Sub – Committees:

Footpaths Working party – None

Amenities Working Party – The Christmas Farmers Market will take place on the 14th December.

Councillor Parish asked the Clerk to contact Luke to get rid of the ivy around the trees at the cemetery.

Recreation Ground Working party – A meeting will be held in January with the Bowls Club to discuss ways of funding the net required to be put around the hedge to stop footballs from going over into the Bowls Club.

Highways Working Party – None

Finance, Governance and Personnel Committee – Councillor Nuttall and the RFO have had a look through the insurance policies, a number of *quires* have been raised with them and will be discussed at the next finance meeting and brought back to full Council. The weekly play park inspections are still an issue and the Insurance company have confirmed that if these are not carried out it will affect our public liability insurance. The insurers have said that the person carrying out the checks can be a Councillor and all that is required is a weekly visual inspection and a tick list be completed as evidence. The RFO to present for the Council to consider.

Feast Sub – Committee – None

19/137 Items for discussion at the next Parish Council meeting

To receive applications for a new Councillor

To appoint a Vice Chair of the Parish Council

The December Finance and Governance Sub – Committee December meeting minutes to be adopted

An update from the Recreation Ground Sub – Committee regarding the Bowls Club Netting.

19/138 To receive Councillor Questions

Councillor Murfitt reported that there had been two near misses on the Zebra Crossing this month.

The Clerk has already spoken to the Highways Department about this and they have said the following; I've checked with Road Safety in the past about the crossing issues and as its positioned to spec for visibility etc I can't see where more signage will stop drivers speeding... because its either the pedestrian thinking they have right of way and crossing in front of cars or the road is clear for them but while crossing a speeding car approaches... either way signs will not help here, those zebrites make it clearly visible in daylight so there is no excuse for drivers not seeing it. Sadly, it's the few that choose not to be sensible or as I said the pedestrians are walking out before cars have stopped. I don't know if that is the case and don't want to accuse anyone but it may be an idea to put something in your parish magazine about the possibility of reckless drivers and that pedestrians DO NOT have right of way on a zebra they should wait until the vehicles actually stop before stepping off the kerb to cross... not just assume an approaching car will stop... especially loaded lorries.

Sorry if that sounds a bit harsh but it's a reality. I do understand that the pedestrians, especially the elderly or disabled that cross slowly are most vulnerable but there is no excuse for drivers not see this crossing and they should be going 30mph max so able to stop if necessary. The reckless, speeding drivers that pay no heed want punishing. Your Speed Watch program may help as regulars get to know where these are likely to be so keep speed down but you nor the police can patrol this area 24/7 so I can't stress enough that pedestrians should also be on their guard and keep aware while crossing. However, I will check the sign warning of the Pedestrians crossing is still visible and prominent and I could maybe get a bigger one or add a SLOW plate underneath it if not already. There are SLOWs on the road which have been refreshed recently and if I can do anything further, I will let you know.

Councillor Taylor asked if she could be included in the next meeting regarding CCTV.

Councillor Saunt reported that a road sweeper has mounted the path on the High Street near the church and has caused the path to crack. The Clerk to report to Highways.

The meeting closed at 7.45pm

The next Parish Council Meeting will be held on Tuesday 7th January 2020 in the Parish Rooms at 7pm

Stretham Parish Council

***Minutes of the Parish Council Meeting held on Tuesday 7th January 2020 at 7pm***

In the Parish Rooms, High Street, Stretham

Present: Councillor Parish (Chair), Councillor Saunt, Councillor Murfitt, Councillor Taylor  
Councillor Nuttall, Councillor Wright, Councillor Williams  
Councillor Clark (arrived 5 minutes late)

In attendance: The RFO and The Clerk

19/139 To receive apologies and approval of absences.

Absent: Councillor Roberts – Work commitments

19/140 To receive declarations of interests and to consider requests for dispensations  
None

19/141 To resolve that the minutes of the Parish Council meeting held on the  
3rd December 2019

The Council resolved that the minutes of the Parish Council meeting held on 3rd December 2019 are now an accurate record. This is Proposed by Councillor Saunt and seconded by Councillor Wright.

19/142 Public Participation

A Couple of residents were in attendance. The following issues were raised, the amount of dog fouling in the village is getting out of control, it was felt the main areas are the Recreation ground, Manor Farm. It was stated that there are dog fouling issues on people front gardens, while this is unpleasant, it is also a Health and Safety hazard. A child has fallen in to dog mess and another dog has eaten some, which in turn made it very poorly, it was asked that this be brought up at the next Council meeting and measures put in place to stop this. The Clerk explained that 2 new dog waste bins have been purchased for Manor Farm.

It was reported that a couple of the street lights down at Manor Farm are faulty, and keep blinking on and off, it was also mentioned that the lights are solar powered and very dim. The Clerk to find out who is in charge of the street lights at Manor Farm and the faults be reported.

The resident also explained that she had been very disappointed to not seeing a Christmas tree this year outside of the Church, the resident called round some companies and managed to get one donated, including delivery, collection and lights. The resident informed the Council that she would be happy to seek a donated tree each year for the Village.

19/143 To receive an update about the progress of actions from the last meeting of Stretham Parish Council on 3rd December 2019

Hamill Landscapes are going to be carrying out the work on the trees this month, once they are down, he will then give us a recommendation of what can be planted in its place. On the same day Luke will also be collecting the cuttings that has been left in the cemetery.

I have reported the broken path outside the Church to the Highways department and they will be coming out to assess it. I have also reported the manhole outside of Walnut Tree Close, it has broken again, I have also reported the manhole outside Kitson Gardens which is also loose.

19/144 To elect a Vice Chair for Stretham Parish Council

Councillor Roberts was not in attendance at the meeting, however wanted to be put forward as Vice Chair of Stretham Parish Council. It was proposed by Councillor Parish that Councillor Roberts be voted Vice Chair, this was seconded by Councillor Taylor with the whole Council in agreement.

19/145 To adopt the Model Publication Scheme

All Councillors were given a copy of the publication to review, no questions were raised. It was proposed to adopt the Publication by Councillor Nuttall and seconded by Councillor Saunt, with the whole Council in agreement.

19/146 To adopt the Grievance procedure

All Councillors were given a copy of the procedure to review, no questions were raised. It was proposed to adopt the Procedure by Councillor Parish and seconded by Councillor Taylor, with the whole Council in agreement.

19/147 To adopt the Financial regulations

The RFO explained that the Finance, Governance and personal Sub – Committee reviewed the regulations at their last meeting. It was suggested that a section be removed, however no parts can be deleted. All Councillors were given a copy for review, no questions were raised. It was proposed by Councillor Nuttall to adopt these regulations, this was seconded by Councillor Taylor, with the whole Council in agreement.

19/148 To adopt the Disciplinary Procedure

All Councillors were given a copy of the procedure to review, no questions were raised. It was proposed to adopt the Procedure by Councillor Parish and seconded by Councillor Wright, with the whole Council in agreement.

19/149 To adopt the December minutes of the FGPC meeting All Councillors were given a copy of the minutes to review, no questions were raised. It was proposed to adopt the minutes by Councillor Nuttall and seconded by Councillor Taylor, with the whole Council in agreement.

19/150 To receive planning applications (This will not be a definitive list at the time of printing, please contact the Clerk for further updates)

19/01373/FUL – Land west of Sanders Piece, Ely Road, Little Thetford. Change of use of land to a mix of Gypsy and Traveller residential and equestrian with the siting of up to six caravans of which no more than two can be mobile homes and the erection of an amenity building and stable block. The Council objected to this planning application on the following grounds;

- The site will cause traffic issues to and from the site.
- It is an unsustainable location in terms of transport and footpaths
- Over development of the open countryside
- It will interrupt an important view of a grade 1 listed building, Ely Cathedral

This was proposed by Councillor Parish and seconded by Councillor Nuttall, with the whole Council in agreement.

19/01743/FUL – 26 Ely Road, Stretham. Proposed demolition of conservatory, construction of a two – storey rear extension, new front porch, internal and external alterations and new vehicular access. The Council made no objections to this application. This was proposed by Councillor Nuttall and seconded by Councillor Taylor, with the whole Council in agreement.

19/01323/FUM – 19 Ely Road, Stretham. Erection of a new B8 storage and distribution building, additional parking spaces and associated drainage and landscaping works. An amendment was received for this application, additional information received includes;

- Arboriculture impact assessment
- Ecological assessment
- Supporting information regarding heritage impacts, parking and turning provision, business justification and fencing.

It was proposed by the Council to make no objections to this amendment, this was proposed by Councillor Taylor and seconded by Councillor Nuttall, with the whole Council in agreement.

19/151 To receive Planning application decisions

None

19/152 To receive an update on progress of SWCLT

No update was given

19/153 Finance - to authorise payments from SPC accounts and to note receipt of income

#### AGENDA ITEM 15 - FINANCE REPORT

1. Income Received (December)

Bank Interest (CIL account)	£3.61
Bank Interest (32-day account)	£64.44
Burial Fees	£400.00
Room Hire - Parish Rooms	£612.00
Room Hire - Pavilion	£40.00
Land Rent – Bowls Club	£200.00
AWP User Agreements	£750.00
Newsletter Advertising	£20.00
Total income received:	£2090.05

2. Cheques for Signature:

Cheque No	Payee	Description	Total Amount
002893	Wages	Litter Picker	£125.00
002894	Wages	Bus shelter maintenance	£80.00
002895	Wages	Keyholder Fee	£60.00
002896	Wages	Wages & WFHA - December	£559.52
002897	Wages	Wages, WFHA & Postage - December	£639.53
002898	HMRC	PAYE/NI - December	£12.60
002899	Wages	Newsletter printing	£737.00
002900	Wages	Caretaker charges & cleaning materials	£425.85
002901	Wages	Newsletter Delivery	£80.00
002902	R Nuttall	Website Hosting annual to March 2020	£35.88
002903	BHIB	Additional Insurance to 30 April 2020	£304.98
Total:			£3060.36

3. Direct Debits taken out since last meeting:

Name	Description	Frequency	Total Amount
EDF	Electric – Parish Rooms	Monthly – December	£32.00
British Gas	Electric – Pavilion	Monthly - December	£34.80
ECDC	Council Tax - Cemetery	Monthly - January	£63.00
ECDC	Council Tax – Pavilion	Monthly - January	£55.00
Total Direct Debits:			£184.80

4. Bank Account Balances:

Balance of CIL as at 6th January 2020	£89,190.36
Balance of 32-day interest account as at 6th January 2020	£87,067.90
Balance of ‘old’ reserve account	£1.03
Balance of current account as at 6th January 2020	£29,486.33
Less unpresented cheques	(£30.00)
Less Cheques for payment (above)	(£3,060.36)
Balance of current account once cheques/transfers cleared:	£26,395.97

5. Update on Asset Register and Equipment List

Members have been circulated copies of the asset and equipment lists – if you have any comments or information you can provide, please send these through to the RFO by Friday 31st January 2020.

#### 6. Update on Insurance Review

As agreed at the last FGPC meeting (17th December), the insurance is being transferred (at current values) to the one provider (Aviva via BHIB ) with effect from 20th January; this will include the Manor Park Play area assuming the Rospa Report has been received from SWCLT.

There remains the issue of weekly playground inspections. The brokers have confirmed failure to comply will affect any claims made under the public liability and damages sections of the policy. We have asked our insurance brokers to investigate if there are any other insurance companies who would be willing to waive this requirement. The Clerk was asked to get in contact to see if Mr Russel would be happy to do this for the Council.

It was proposed by Councillor Saunt that all cheques be paid, this was seconded by Councillor Clark, with the whole Council in agreement.

#### 19/154 To receive Correspondence

An email was sent round to Councillors from the Integrated Neighbourhood Change Manager for Ely South.

An email was received from resident who lives along Ely Road. Here hedge runs along the pathway at the Topsy and Tim park. There are a number of brambles that are overbrowning into her garden and she has asked if the Council could assist in getting these cutbacks and cleared. The Council asked if the Clerk could contact Sanctuary housing to get this issue sorted.

A complaint was received regarding Brook Lane and the mud on the road. The large lorries and machinery going up to PX Farm are cutting up the verges and causing a lot of mess on the road. The Council asked the Clerk to contact PX Farms and ask them to ensure they clean the road.

An enquiry has been made regarding a resident who used to live in the village, he would like to reserve a burial plot next to his Dad. The Council agreed to charge residents fees for the individual and he has strong connections to the Village.

A response was received from a resident regarding the item published in the Newsletter regarding the Zebra crossing on Newmarket road. The Council asked the Clerk to forward it to the Highways department to get a response.

An email was passed round to the Council from Little Downham Parish Council regarding the Great Ouse Tidal River system and strategy Ouse Washes Section 10. Councillor Nuttall asked for a copy sent to him.

An email was received regarding the Streetlights along the High Street that are not working. The Clerk explained that she had reported these and would chase to find out when they are going to be fixed.

#### 19/155 To receive verbal reports from Sub – Committees

Footpaths and Highways Sub – Committee – A meeting will be held on the 29th January.

Amenities Working Party Sub Committee – A meeting to discuss the Cemetery will be held on the 28th January.

Recreation Ground Sub Committee – A meeting was held with the Bowls club regarding the net that is required next to the hedge to stop balls from coming over the top. The Bowls Club said they could contribute 10% of the funds required. Councillor Parish said that additional funds would need to be sought, the Clerk to send Councillor Taylor some funding options.

Finance, Governance and Personnel Committee – None

Feast Sub – Committee – The first meeting to be held in January.

19/156 Items for discussion at the next Parish Council meeting

To receive applications for a new Councillor

To appoint a Chair for the Highways and Footpath Sub – Committee

Dog Fouling in the Village and Dog waste bins

Bowls Club Netting

To discuss Play Park Inspection

To review outstanding projects, that money has been committed to for this financial year.

19/157 To receive Councillor Questions

Councillor Murfitt informed the Council that he would like to resign from the Sub – Committees that he is currently on.

Councillor Saunt asked if the Clerk could report to the SWCLT that some trees have been cut down behind 16 Petersfield and placed in the ditch.

The Stretham Village sign coming from Wilburton is very rusted and worn, the Clerk to report.

2 faulty street lights outside numbers 5,7,9 and 11 at Manor Farm, The Clerk to find out who is responsible for these.

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The meeting closed at 8.00pm

The next Parish Council Meeting will be held on Tuesday 4th February 2020 in the Parish Rooms at 7pm

Stretham Parish Council

***Minutes of the Parish Council Meeting held on Tuesday 4th February 2020 at 7pm***

In the Parish Rooms, High Street, Stretham

Present: Councillor Parish (Chair), Councillor

Saunt, Councillor Murfitt, Councillor Taylor

Councillor Nuttall, Councillor Wright, Councillor Williams

Councillor Clark (arrived 5 minutes late)

In attendance: The RFO and The Clerk

19/158 To receive apologies and approval of absences.

Absent: Councillor Roberts – Work commitments, Councillor Taylor - Work

Comments

19/159 To receive declarations of interests and to consider requests for dispensations

None

19/160 To resolve that the minutes of the Parish Council meeting held on the  
7th January 2020

The Council resolved that the minutes of the Parish Council meeting held on 3rd December 2020 are now an accurate record. This is Proposed by Councillor Saunt and seconded by Councillor Speed.

19/161 To receive an update from County and District Councillor Bill Hunt

- There has been an increase in potholes over the winter, but 1300 are being fixed each week.
  - With the Climate emergency on everyone agenda, East Cambs District Council is doing all it can to reduce its carbon footprint.
  - There is a survey coming out, where you will be able to comment on how the new A14 has upgrade may have affected you.
  - £11 million is going to be put into County's schools
  - The Zipper Bus has had its timetable slightly changed so please be aware if you are using it.
- With the inclusion of Lancaster way and a donation having been made to the bus by Lancaster way its future is looking good.



## District update

- East Cambs are looking at building houses which will cost £100k, they hope to have the plan for these ready by the end of the year
- The first RAF houses are not occupied
- ECDC trading company is already paying back its loans and making over £1.1 million for ECDC

Councillor Wright arrived at the meeting at 7.20pm

### 19/162 Public Participation

A few members of the public were in attendance. It was reported that the lights that have been put around Feast Green have made the area a lot lighter. The brambles that were reported at the last meeting are behind number 14 not 16 at Manor Farm. It was also asked that could a sign be put up to say dogs being walked on Kisby Walk should be kept on leads.

### 19/163 To receive an update about the progress of actions from the last meeting of Stretham Parish Council on 7th January 2020

There has been an issue with the oil tank at the Parish Rooms, it has a leak somewhere and the oil has drained out. I am meeting with a company tomorrow who were recommended by Goff where we get our oil from, to try and find out what the issue is.

The trees have now been taken down at the Topsy and Tim play park, Luke and I have had a look at the Park and I am waiting for him to come back to me with a quote and recommendation for replacing the trees that had to be removed. He is also going to quote us for the gator bags and the watering of the new trees that were planted at the recreation ground last year for the coming season.

I can confirm that the street lights down at Manor Farm are the responsibility of Laragh Homes, Racheal has reported the faulty ones and been assured they will be fixed in the next ten days. I have spoken to Dave Russell and he is happy to take on the Play Park inspections.

The quote to get the two street lights fixed on the High Street is £180.72, I have asked them to go ahead with the repairs.

With regards to the Village Map that was discussed at the end of last year, the new company quoted £862.00 plus VAT, this would include bins, benches and local business. The map uses an Ordnance Survey base map and for continued use of the map it would incur an annual licence fee of £395.00 plus VAT a year.

I have spoken to Pam at Highways and she is going to take a look at the rusty Stretham sign (heading to Stretham from Wilburton), if there are funds, she will look at getting it sorted now, if not it will come under the new budget in April. She is also chasing the depot manager ref the broken manhole covers. There is a broken manhole cover at the cemetery, as this is the Councils responsibility, I have asked Kev to go and take a look, he is coming out tomorrow.

### 19/164 To Elect a Chair of the Highways and Footpath Sub – Committee

The Highways and Footpath Sub – Committee met this month and it was proposed that both Councillor Wright and Councillor Saunt would take on the Chair role of the Sub – Committee. This was proposed by Councillor Murfitt and seconded by Councillor Clarke, with the whole Council in agreement.

### 19/165 To discuss the Play Park inspections

It was confirmed by the RFO that the Insurance company has stated, that the visual Play Park inspections must take place in order for the Insurance to be valid. It was suggested that as Mr Russel currently empties the bins at the play parks that a visual inspection tick list be prepared and that Mr

Russell is asked if he would be willing to add this to his current role. The RFO to prepare the check list.

19/166 To discuss and agree the open action log

To ensure all projects and actions are kept live and completed it was suggested to the Council that an action log be kept. This would replace the current report produced at the meeting by the Clerk. The log would detail all current actions and their progress and would once complete they would be kept on the list shown as completed. The RFO produced an example log to the Council. It was proposed by Councillor Wright and Seconded by Councillor Nuttall with the whole Council in agreement for the Clerk to complete this log.

19/167 To discuss dog fouling in the village and the dog waste bins

It was brought up by a member of the Public at the last meeting about the amount of dog waste in the village. The Clerk let the Council know that 3 new dog waste bins were due to arrive, one for outside the school, one for down the High Street and one for the green at Manor Farm. Councillor Parish informed the Council that anyone who witnesses a dog owner not picking up their dog waste it can be reported to East Cambs District Council, with the name of the person, a description of the dog and any other relevant information and this can be used to prosecute. This information will also be added to the Newsletter. The Clerk will also laminate some posters reminding people to pick up their dog waste and put up around the village.

19/168 To discuss the Fair ground coming to the Village in March

James Gilbey has approached the Council to see if he can bring his fair to the Village again this year, it would be from the 12th to the 15th March. The Council had its concerns about the ground being churned up, it was suggested that Councillor Murfitt go to see James to discuss these concerns and make a decision that if he is happy with what James proposes then he can go ahead with the fair. This was agreed by the whole Council.

19/169 To propose that minutes and agendas are sent out via email

It was suggested by the Clerk that minutes and agendas are sent out via email, to help reduce the Council's Carbon Footprint. It was agreed that if Councillors were happy to receive these via email that a consent form would be completed, a certain number of Councillors do not have access to email and so paper copies would still be sent to them. Councillor Saunt asked that the Council's Carbon Footprint be put on the agenda for the next meeting.

19/170 To review and adopt the Code of Conduct and complaints handling Policy

After review by the Council it was proposed to adopt the Code of Conduct, this was proposed by Councillor Nuttall and seconded by Councillor Saunt, with the whole Council in agreement.

After review by the Council it was proposed to adopt the Complaints Handling Policy, this was proposed by Councillor Nuttall and seconded by Councillor Speed, with the whole Council in agreement.

19/171 To Review Terms of Reference for FGPC, and consider scope of authority for the Committee

Councillor Nuttall read out the parts that have been added to the standing orders and the parts that have been delegated to the Finance Governance and Personal committee to review and bring to the full Council and the parts that can be approved by the FGPC. The Council agreed that salary reviews should be discussed at the FGPC meeting and a suggestion be made by them to full Council for final approval. This was proposed by Councillor Nuttall and seconded by Councillor Speed, with the whole Council in agreement.

19/172 To consider planning applications (This will not be a definitive list at the time of printing, please contact the Clerk for further updates)

20/00054/FUL – 4 Chadwick Way, Stretham. Proposed erection of single storey garage to provide 2 off street car parking spaces. The Council objected to this planning for the following reasons. It would restrict the parking area to only one on the drive, the Council were unsure

why windows and a bi – folding door to the garden were necessary in a garage and wondered if in fact the building was not going to be used for cars.

19/173 To receive planning application decisions

19/01598/FUL – 1 Old Orchard Lane, Stretham. Erection of 1 x Summer House, 1 x Green House, 2 x Sheds and associated works in a residential garden.

19/174 To receive an update on progress of SWCLT

No update was provided

19/175 Finance - To authorise payments from SPC accounts and to note receipt of income

#### AGENDA ITEM - FINANCE REPORT – 4th FEBRUARY 2020 COUNCIL MEETING

##### 1. Income Received (January)

Bank Interest (CIL account)	£3.81	
Bank Interest (32-day account)	£48.33	
Burial Fees	£70.00	
Memorial Vase	£20.00	(not included in bank statement balance)
Room Hire	£320.00	(not included in bank statement balance)
AWP User Agreements	£150.00	
Total income received:	£612.14	

##### 2. Cheques for Signature:

Cheque No	Payee	Description	Total Amount
002904	Wages	Bus shelter maintenance	£80.00
002905	Wages	Keyholder Fee	£60.00
002906	Wages	Newsletter printing	£737.00
002907	Wages	Caretaker charges	£365.00
002908	Wages	Wages & WFHA - January + keys cut	£639.32
002909	Wages	Wages & WFHA - January	£638.03
002910	HMRC	PAYE/NI - January	£12.60
002911	Viking Direct	Stationery	£80.51
002912	Haysom Ward Miller	GP Surgery works completed to date	£4095.12
002913	Ken Booth	Cleaning materials, toilets rolls, hand towels replacement mops and mop heads	£237.99
002914	Oddjobs 247	PAT Testing and Repairs to Parish Rooms floor	£288.49
002915	R H Landscapes	Tree work on Topsey & Tim Rec	£690.00
TOTAL:			£7924.06

3. Letter to Lloyds Bank to transfer the net fees of the Haysom Ward Miller Invoice(above) from the CIL

account to the current account. Net sum to be transferred = £3,412.60

##### 4. Direct Debits taken out since last meeting:

Name	Description	Frequency	Total Amount
British Gas	Electric – Pavilion	Monthly - January	£40.24
Eon	Electric – Street Lights	Quarterly	£51.75
ECDC	Council Tax – Pavilion	Monthly - February	£55.00
Total Direct Debits:			£146.99

5. Bank Account Balances:

Balance of CIL as at 3rd February 2020	£89,194.17
Less transfer of net costs pf latest Haysom Ward Miller fees	(£3,412.60)
Balance of CIL account once transfers cleared:	£85,781.57

A copy of the CIL account income and expenditure report is attached.

Balance of 32-day interest account as at 31st January 2020	£87,180.67
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Balance of 'old' reserve account	£1.03
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Balance of current account as at 3rd February 2020	£26,528.98
Less unrepresented cheques	(£60.00)
Less Cheques for payment (above)	(£7924.06)
Add transfer from CIL account re Haysom Ward fees	£3,412.60 (net amount only)
Add uncleared receipts (above)	£340.00
Balance of current account once cheques/transfers cleared:	£22,297.52

6. Update on Asset Register and Equipment List

No updates received from any Members. This matter will be dealt with at the next FGPC meeting to be held on 17th March 2020.

7. Update on Insurance Review

Insurance has been transferred (at current values) to the one provider (Aviva via BHIB) with effect from 20th January; this includes Manor Park Play (although we are still awaiting the Rospa Report from SWCLT).

The insurance brokers have confirmed failure to comply will affect any claims made under the public liability and damages sections of the policy. We now have a definitive response from BHIB's Specialist Risk Management Advisor, confirming no insurance company will offer cover without weekly inspections being undertaken.

It is my understanding that D Russell has agreed to undertake weekly inspections on behalf of the Council. Need to approve a suitable inspection report and agree start date for implementation.

The Play Park Risk Assessment can now be put before Council for adoption at the next meeting (March).

It was proposed by Councillor Nuttall that all cheques be paid, this was seconded by Councillor Speed, with the whole Council in agreement.

19/176 To receive Correspondence

An email was received informing Councillors that Newmarket Road, at the railway crossing will be closed to traffic overnight on the 23rd/24th April. Please be aware you will be diverted to an alternative route on this night. The Clerk to put this in the Newsletter.

An email was received from St James Church asking for a letter of support for their funding application towards a new PA. The Clerk to do a letter.

An email was received from the resident of 8B Wilburton Road, informing the Council that the culvert of the existing ditch was now complete and only the landscaping left to do. A Councillor informed that the they had ben told by another resident that the pipe was not deep enough. The Clerk to check with ECDC to see if they go out and approve the finished works.

An email was given to Councillors informing them of the upcoming East Cambridgeshire Parish Council Conference.

19/177 To receive verbal reports from Sub – Committees

Footpaths and Highways Sub – Committee – A meeting was held on the 29th January, the minutes from this meeting were handed round to Councillors. The Sub – Committee asked if the dog waste bins should actually fall under this Committee, as they could then be checked when the footpaths are, Councillor Parish said that this was fine.

Amenities Working Party Sub Committee – Arrangements are going to be made to lean out the cemetery shed. The Blue bins at the cemetery are going to be removed as currently waste that can not be recycled is being put in the bin and a black waste bin is going to be ordered.

Recreation Ground Sub Committee – None

Finance, Governance and Personnel Committee – None

Feast Sub – Committee – This year the Feast will have a 1940's theme and the Committee asked they would approve the Charity choice for this year's Feast, it was suggested that the Charity be SERV, a Cambridgeshire and Suffolk Charity which free of charge has volunteers transporting blood products, donated breast milk, patient samples every day and night. It was proposed by Councillor Parish, seconded by Councillor Speed and agreed by the whole Council that this would be the Charity for this year.

Councillor Taylor will be running the dog show again this year. And Racheal Watts will be doing the Grand Prize draw. The Feast date is the 17th May.

19/178 Items for discussion at the next Parish Council meeting

To agree outstanding Committed expenditure on current projects for 2019 / 2020

A folder for each Councillor containing policies and procedures

To discuss setting up a Council Facebook page

To discuss the Council's Carbon Footprint

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19/179 To receive Councillor Questions

Councillor Parish asked if the Ivy could be removed from the trees at the cemetery.

Councillor Murfitt asked if a pad lock could be put on the Pavilion carpark gate to stop people parking there in the evenings.

It was noted that the lid on the Topsy and Tim play park dog waste bin is missing

Councillor Wright asked if a visibility mirror could be put opposite the entrance of King Cob, so drivers can see if someone is coming down the road. The Clerk to speak to Pam at Highways.

The meeting closed at 8.45pm

The next Parish Council Meeting will be held on Tuesday 3rd March 2020 in the Parish Rooms at 7pm

## **2020 03**

Stretham Parish Council

Minutes of the Parish Council Meeting held on Tuesday 3rd March 2020 at 7pm

In the Parish Rooms, High Street, Stretham

Present: Councillor Parish (Chair), Councillor

Saunt, Councillor Murfitt, Councillor Taylor

Councillor Nuttall, Councillor Wright, Councillor Speed

In attendance: The RFO and The Clerk

19/180 To receive apologies and approval of absences.

Absent: Councillor Roberts – Work commitments, Councillor Williams – due to illness, Councillor Clark

19/181 To receive declarations of interests and to consider requests for dispensations  
None

19/182 To resolve that the minutes of the Parish Council meeting held on the  
4th February 2020

The Council resolved that the minutes of the Parish Council meeting held on 4th February 2020 are now an accurate record. This is Proposed by Councillor Saunt and seconded by Councillor Nuttall.

19/183 Public Participation  
None present

19/184 To receive an update about the progress of actions from the last meeting of Stretham Parish Council on 4th February 2020

Please see attached Action list update.

19/185 To review the applications received and appoint a new Parish Councillor  
Two applications were received for the position of Parish Councillor. The Clerk read out both applications. All Councillors present at the meeting were given a slip of paper to vote with, the Clerk collected all papers and read them out. The Vote was 2 – 7, with Jenny Markham being appointed at Parish Councillor.

19/186 To review and adopt risk assessments for the Parish Room Building, Play Parks and the recreation ground.  
Councillors were provided with copies of the Risk assessments prior to the meeting. Councillor Parish asked Councillors if they had any questions regarding the documents.  
It was proposed to adopt the Parish Room Building Risk Assessment. This was proposed by Councillor Taylor, seconded by Councillor Nuttall, with the whole Council in agreement.  
It was proposed to adopt the Play Park and Recreation Ground Risk Assessment. This was proposed by Councillor Speed, seconded by Councillor Taylor, with the whole Council in agreement.  
It was discussed that a Fire Risk Assessment should be completed for the Pavilion and the Parish Rooms, Councillor Parish offered to do this.  
Councillor Taylor to compete a risk assessment of the Pavilion Building.

19/187 To discuss the purchase of 2 new laptops, a printer and equipment support  
It was put to the Council that both the Clerk and RFO laptops are not running as efficiently as they should and could do with being upgraded. The Clerks Printer is also not working. The Council agreed to spend £500 on a laptop each for the Clerk and the RFO. This was proposed by Councillor Nuttall, seconded by Councillor Taylor, with the whole Council in agreement.  
The Council agreed the Clerk to purchase a Printer to the value of £200, this was proposed by Councillor Nuttall, Seconded by Councillor Saunt, with the whole Council in agreement.  
It was suggested that Office 365 be purchased for the new laptops and to change the email addresses. This would cost £9.40 a month. A bookings email will also be added for an additional £2 a month. This was proposed by Councillor Nuttall, Seconded by Councillor Taylor, with the whole Council in agreement.

19/188 To discuss street lighting and the flood lights on the Recreation ground.  
Clerk informed the Council that all lights down the High Street had now been fixed.  
Only two of the Floodlights are now working, the Council asked the Clerk to investigate if the lamps were changed to LED would they require new heads and to gain a quote for the works and to find out what the life expectancy is of an LED lamp.

19/189 To review and adopt an Environmental Policy (Carbon Footprint)

Councillors were provided with a copy of the policy prior to the meeting to read through, Councillors were invited to ask any questions. It was decided that the part about having a compost bin should be taken out of the policy. The Policy also says about having water butts. It was proposed by Councillor Taylor that the Amenities Sub – Committee should take a look through the policy to see what is fusible. This was seconded by Councillor Speed, with the whole Council in agreement.

19/190 To Discuss parking in the village

A number of questions were sent to Pam at Highways regarding parking in the village, the Clerk read out the following response.

Can people park on kerbs and grass verges? People can park on the Public Highway providing, they obey the Highway Code regarding junctions and they are not causing an obstruction. The verges and footways are public highway and with today's increase in vehicles trying to park on older streets that were designed long before people had so many cars, we do see parking on verges and footways happening all over the county and often damaging the surfaces. It is however illegal to drive on the footway. With no space on the roads the verges do get parked on and damaged, if this is done continually outside a property by the resident's vehicle, we have the rights to get them to repair any damage.

Other instances of verge damage are outside venues and sports fields when people park for events and proving who's done the damage there is even more difficult. Depending on the troublesome locations you have, I can write to the residents, or on open verges I could put some marker posts along to stop them getting on the verge.

Can vision mirrors be used on the Highway and if so, who should put them up? Vision mirrors should only be put up by the Highways department and permission needs to be sought first. I have attached a copy of our policy;

Can anything be done about double parking? Double parking has to be a Police issue but again this may depend on the location and problems caused. You should not park within 10 meters of a Junction.

19/191 To agree outstanding committed expenditure on current projects for 2019 - 2020

The RFO to make provisions for ear end, for funds that have been allocated for projects for this financial year. The Clerk to provide the RFO with a copy of the invoice for the Speed Watch signs.

19/192 To discuss the folder of Policies and Procedures for Councillors

The RFO to compile a full list of policies and procedures that are completed and the ones that are still required. Councillor Nuttall to investigate ways of getting these into a folder or a book and to present back to the Council at the next meeting, including costs.

19/193 To discuss a Parish Council Facebook Page

Councillor Wright suggested to the Council that having a Facebook page would be an excellent way of communicating to the village what the Parish Council is doing and relay any important messages. It was also suggested that most Parish Councils do have their own Facebook pages now. Councillors agreed that a 3-month trial would take place, to monitor what was put on the page and also to monitor how much of the Clerks time it would take up.

The RFO to produce a Facebook policy and present at the next meeting.

19/194 To consider planning applications (This will not be a definitive list at the time of printing, please contact the Clerk for further updates)

20/00200/FUL – Saunders piece Caravan and Camping, Ely Road Little Thetford. Change of use including an increase of touring pitches 10 to 20, siting of 16 mobile home holiday lets and to cease caravan storage.

The Council objected to this planning application, due to the fact that there is no date restriction for when the holiday lets can be occupied, the Council therefore felt that this would be a residential site and not holiday lets. This was proposed by Councillor Taylor and Seconded by Councillor Saunt, with this whole Council in agreement.

19/195 To receive Planning application decisions

19/01373/FUL – Land West of Saunders Piece, Ely Road, Little Thetford – Approved

19/196 To receive an update on progress of SWCLT

No update was provided

19/197 Finance - To authorise payments from SPC accounts and to note receipt of income

It was proposed by Councillor Nuttall that all cheques be paid, this was seconded by Councillor Speed, with the whole Council in agreement.

19/198 To receive Correspondence

An email was passed round to Councillors from Lisa Stubbs, East Cambs District Council is running a consultation from 9th March to 19th April 2020, seeking residents' views on how to improve bus services and cycling and walking infrastructure. A hard copy survey will be posted to every household in the District which will include details of how you can complete the survey online. Completed hard copy surveys can be placed in a drop box at the Parish Rooms, Stretham.

19/199 To receive verbal reports from Sub – Committees

Footpaths and Highways Sub – Committee – A site visit to be arranged to discuss about reducing the speed into the village and to look at speed signs.

Amenities Working Party Sub Committee - A meeting to be arranged soon

Recreation Ground Sub Committee – None

Finance, Governance and Personnel Committee – Next meeting is to be on the 17th March.

Feast Sub – Committee – Regular meetings are currently being held.

19/200 Items for discussion at the next Parish Council meeting

Councillor Saunt to give feedback on the Newsletter

Quotes for Floodlights

Social media policy

19/201 To receive Councillor Questions

The amount of dog waste on the recreation ground is getting high again, Councillor Murfitt to keep an eye on this.

Pot hole at green end to be reported.

Could it be put in the Newsletter how to report faulty street lights.

Check where the football pitches are marked out and which ones are being used.

Ask Kev to fit the chain and pad lock on the Pavilion gate.

The Clerk to get in touch with UK Power Networks company to get the ivy cut back on the electric station near the school as it is encroaching the path.

Clerk to send Feast booking form to Councillor Wright.

Councillor Taylor informed the Council that the Panto sold 252 tickets, 50p a ticket is given to the Council to pay for hire of the hall, therefore the Council will receive £252.

Councillors asked if the advertisement board for the Tree surgeon could be taken down from the High Street Sign, Councillor Murfitt to take down.

The meeting closed at 8.47pm

The next Parish Council Meeting will be held on Tuesday 7th April 2020 in the Parish Rooms at 7pm

***There were no Council meetings until July 2020 due to the Coronavirus Epidemic***

**2020 07 07**

Stretham Parish Council

Minutes of the Parish Council Meeting held on Tuesday 7th July 2020 at 7pm

In the Parish Rooms, High Street, Stretham



Present: Councillor Parish (Chair), Councillor Saunt, Councillor Murfitt, Councillor Nuttall, Councillor Wright, Councillor Speed, Councillor Roberts, Councillor Williams, Councillor Clark

In attendance: The Clerk

19/202 To receive apologies and approval of absences.

Absent: Councillor Taylor – Family commitments

19/203 To receive declarations of interests and to consider requests for dispensations

None

19/204 To resolve that the minutes of the Parish Council meeting held on the 3rd March 2020

The Council resolved that the minutes of the Parish Council meeting held on 3rd March 2020 are now an accurate record. This is Proposed by Councillor Speed and seconded by Councillor Wright.

19/205 Public Participation

None present

19/206 To receive an update about the progress of actions from the last meeting of Stretham Parish Council on 3rd March 2020

Please see attached Action list update.

19/207 To welcome new Councillor, Councillor Markham

Councillor Parish gave Councillor a warm welcome to the Council. Councillor Markham informed the Clerk of the Sub – Committees she would like to be on.

19/208 To discuss the Annual General Meeting and agree if officers should stay in place until 2021 (including Sub – Committees)

Councillor Wright said she would like to hold one as not all Councillors were given the option in the first place to hold an Annual meeting, Councillor Saunt agreed.

Councillor Roberts proposed that there should not be an annual meeting and that all officers should stay in place until 2021. Councillor Roberts stated that we have been living in exceptional times and that business has carried on very well. This was seconded by Councillor Murfitt. The Council voted on this proposal with 6 Councillors voting for this and 4 against. Therefore, all officers will stay in place until 2021.

19/209 To approve payments made during lock down  
April Payments

Payee	Description	Amount
Councillor Roberts	Invoice 278166	£125.28
Les Ward	Fruit for hot meals	£119.50
R Nuttall	Microsoft Office	£357.12
Cam Fire	Fire extinguisher service	£54.00
C Roberts	Food for hot food	£725.80
R Nuttall	Microsoft office programme	£79.99
HMRC	PAYE	£28.00
R H Landscapes	Gardening	£1166.62
L Shearing	Newsletter	£331.00
L Gotobed	036	£80.00
M Hutter	Wages	£60.00
S Thompson	Wages and expenses	£724.80
K Bolderson	Wages	£559.52
Stretham Primary School	Hot meals	£292.00

#### May 2020

Payee	Description	Amount
Les Ward	Fruit for hot meals	£81.50
Stretham Primary School	Hot food	£867.00
C Brown	Padlocks/chains for parks	£82.80
Parish Council insurance		£3188.70
HMRC PAYE		£28.20
S Thompson	Wages	£626.33
K Bolderson	Wages	£562.78
ECDC	Premises licence	£70.00
SLCC	Training	£36.00
L Shearing	Newsletter	£737.00
M Hutter	Wages	£60.00
L Gotobed	Wages	£80.00
Les Ward	Fruit and Veg	£126.50
CAPALC	Training	£375.00

#### June 2020

Payee	Description	Amount
Stretham Primary School	Meals	£1119.00
V Russel	Wages	£125.00
L Gotobed	Wages	£80.00
M Hutter	Wages	£60.00
L Shearing	Newsletter	£331.00
K Bolderson	Wages	£561.15
S Thompson	Wages	£449.86
O Bayliss	Wages	£80.00

It was proposed that all payments are approved, this was proposed by Councillor Nuttall and seconded by Councillor Speed, with the whole Council in agreement.

#### 19/209 To receive an update from New Councillor training

A report was given to each Councillor stating what was picked up from the training. Councillor Wright informed the Council that it was really useful to attend and felt all Councillors would benefit from it. Councillor Wright went on to say a couple of items she wanted to bring up from the training were, looking at updating the Website with Councillor information. It was also felt that Councillors should have specific email address. After a discussion by the Council it was proposed by Councillor Wright that if Councillors wanted Council specific email address then Councillor Nuttall could organise this. This was seconded by Councillor Nuttall, with the whole Council in agreement.

#### 19/210 To Review and approve the internal audit documents for year end

The Clerk read out the internal audit document and highlighted the points that were raised. It was proposed by Councillor Roberts that all points had been noted and the Clerk and RFO to make these right. This was seconded by Councillor Nuttall, with the whole Council in agreement.

#### 19/211 LHI Bid Update

The Clerk informed the Council that the bid had been submitted but would not hear anything until September.

#### 19/212 Capital Funding bid update

Councillor Nuttall informed the Council that Phase 1 had been passed, Phase 2 had been sent round to Councillors and their comments had been noted and that had been submitted in May. Phase 2 was submitted in May; this has been acknowledged and it is now waiting for approval. Councillor Nuttall to follow up.

19/213 To consider planning applications (This will not be a definitive list at the time of printing, please contact the Clerk for further updates)  
None.

19/214 To receive Planning application decisions  
None

Councillor Wright asked the Clerk to chase the planning query on the caravan that has been put up. Councillor Murfitt also asked the Clerk to chase up planning on the building that has gone up on Cambridge Road.

19/215 To receive an update on progress of SWCLT  
Taking last 4 houses over, which are 1 bed bungalows. 2 out of the 4 have been allocated. Funding is now a lot lower than first indicated. Planning for phase 4 is now going in, however this does not include the Doctors surgery, due to the NHS being at a stand still at present with the recent pandemic. But the land is still allocated for it.

19/216 Finance - To authorise payments from SPC accounts and to note receipt of income

See agenda item 19/20

Councillor Nuttall informed the Council that he had looked at the budget while in lockdown. A slight reduction to income has been made due to Covid – 19 but nothing drastic has changed and it will not affect the Councils ability to pay all out going costs.

Councillor Parish informed the Council that a grant for 5k for the hot meals had been received. This project is coming to a close at the end of July and that there would be some money left over. It was proposed that this money be used to purchase food hampers for the people who had been receiving the meals to keep them going a bit longer. This was proposed by Councillor Wright and seconded by Councillor Nuttall, with the whole Council in agreement.

19/217 To receive Correspondence

Diana Hall has been in touch with the Council regarding putting a memorial bench down Green End to replace the broken one there already. The Council approved this request.

An email was received regarding a conifer hedge which is encroaching the path down at Wakefield Way. It was proposed by Councillor Murfitt that the Clerk write to the occupants to ask them to cut this back or the Council can do it and bill the occupants. This was seconded by Councillor Speed, with the whole Council in agreement.

It was also commented that the ditch down both side of this footpath are very overgrown. Council said this is normally cut once a year by Highways. It was proposed by Councillor Wright to get this added to the Parish Council cutting contract, this was seconded by Councillor Roberts, with the whole Council in agreement.

19/218 To receive verbal reports from Sub – Committees

Footpaths and Highways Sub – Committee – A It was noted that a lot of garden waste has been dumped on the footpath behind the church. The Clerk informed Council that Environmental Health are aware of this issue and have written to all households. Councillor Saunt commented that the Cemetery sign and the Green End signs have rusted through, the Clerk to report these. Councillor reported that the footpath along the river now has more boats moored, the Clerk to find out how many boats should be there and what happens to the rubbish and sewerage.

Councillor Roberts informed Council that the pre-consultation for the A10 upgrade is now out for comment. There are some routes that are not suitable for the Village. Anything to the East of the Village would not be good. Councillor Roberts and Councillor Wright to form a response to this and the Clerk to submit on behalf of the Council. The Whole Council was in agreement with this.

Amenities Working Party Sub Committee - A meeting to be arranged soon

Recreation Ground Sub Committee – None

Finance, Governance and Personnel Committee – A meeting will take place once the new RFO has been appointed.

Feast Sub – Committee – None

19/200 Items for discussion at the next Parish Council meeting  
Capital Bid Funding update.

19/201 To receive Councillor Questions

Councillor Roberts asked if an extraordinary meeting could be called for Monday 13th July at the Parish Rooms to discuss Investment Strategies.

The meeting closed at 8.43pm

The next Parish Council Meeting will be held on Tuesday 4th August 2020 in the Parish Rooms at 7pm and online via Teams.

Stretham Parish Council

Minutes of the Parish Council Meeting held on

Tuesday 4th August 2020 at 7pm

In the Parish Rooms, High Street, Stretham

Present: Councillor Parish (Chair), Councillor Roberts (Vice Chair),  
Councillor Murfitt, Councillor Nuttall, Councillor Wright, Councillor  
Taylor, Councillor Clark,

In attendance: The Clerk, The RFO

19/220 To receive apologies and approval of absences.

Absent: Councillor Speed – Family commitments, Councillor Markham – No apology given.  
Councillor Williams – Personal reasons. Councillor Saunt – Family commitments.

19/221 To receive declarations of interests and to consider requests for dispensations

None

19/222 To resolve that the minutes of the Parish Council meeting held on the  
7th July 2020

The Council resolved that the minutes of the Parish Council meeting held on 7th July 2020 are now an accurate record. This is Proposed by Councillor Roberts and seconded by Councillor Wright.

19/223 Public Participation

None present

19/224 To receive an update about the progress of actions from the last meeting of Stretham Parish Council on 7th July 2020

Please see attached Action list update.

19/225 To receive an update from County and District Councillor Bill Hunt

- The archives at Ely are now open and you are welcome to go and visit.
- There have been a number of traffic jams at the A10 BP roundabout, due to improvements. This will last until Christmas and then the Lancaster Way roundabout will be upgraded, with the works lasting until Summer 2021.

- I am currently pushing to get road improvements on the A1123 between the takeaway and Manor Farm
- Waterbeach incinerator appeal has been dismissed
- Potential to turn Mepal Outdoor centre into a crematorium

19/226 To review and adopt the updated Parish Rooms Risk assessment and Pavilion Risk assessment

All Councillors were provided with a copy of the Parish Rooms risk assessment prior to the meeting, Councillor Parish (Chair) asked if there were any questions to which there were none. It was proposed by Councillor Roberts, seconded by Councillor Nuttall with the whole Council in agreement to accept the updates.

The Pavilion Risk assessment to be presented at the next meeting.

19/227 Newsletter update

No update was given

At this point in the meeting Councillor Parish (Chair) informed members of the public that the meeting would now close and the next two items would be discussed confidentially. Councillor Parish asked if members were happy for this to happen, it was proposed by Councillor Wright, Seconded by Councillor Nuttall, with the whole Council in agreement to close the meeting to the public.

19/228

19/229

Minutes not published

19/230 To consider planning applications (This will not be a definitive list at the time of printing, please contact the Clerk for further updates)

None.

19/231 To receive Planning application decisions

None

19/232 To receive an update on progress of SWCLT

4 bungalows to come over in September, the surgery is now making progress slowly again. Phase 4 planning has been sent in, Councillors were reminded that the planning application was a 3-way application, with Laragh Homes, SWCLT and Stretham Parish Council. Council confirmed role as joint applicant giving security and certainty, as party to the 106 agreement.

19/233 Finance - To authorise payments from SPC accounts and to note receipt of income

Payee	Description	Amount
Wages	Bus shelter maintenance	£80.00
Wages	Key holder	£60.00
Wages	Newsletter delivery	£80.00
C Roberts	Legal fees in relation to Parish Council business	£10,543.13
Ashton Legal	Legal fees	£83,572.10
L Shearing	Newsletter	£737.00
Wages	Wages	£554.66
£25.00 – Expenses		
R H Landscapes	Grass Cutting June and July	£2,333.26
J Parish	Shelves for the cemetery	£24.85
Les Ward Ltd	Fruit for the Food hampers	£319.90

J Parish	Food for hampers	£404.12
Cambridge County Council	Speed Watch signs	£178.15
Furniture at work	Fire Proof Cabinet	£1,076.16

All funds were moved from the Cil account to our current bank account on the 03/08/2020

A request was put in to Lloyds to transfer £20,000 from the 30-day notice account and to be placed into the reserves account on the 03/08/2020.

It was proposed that all cheques to be paid. This was proposed by Councillor Taylor and seconded by Councillor Wright, with the whole Council in agreement.

19/234 To receive Correspondence

An email was received informing Councillors of the mess left on the recreation ground by the Football team, the Clerk to ask them to ensure all rubbish is collected after matches.

An email was received asking if the football pitch could be used for a pre – season Football match, the Council agreed that it could be used and a one-off fee of £50 would be charged.

19/235 To receive verbal reports from Sub – Committees

Footpaths and Highways Sub – Committee – None

Amenities Working Party Sub Committee - A meeting to be held in September

Recreation Ground Sub Committee – None

Finance, Governance and Personnel Committee – None

Feast Sub – Committee – None

19/236 Items for discussion at the next Parish Council meeting

The Proposed Village Centre

To receive costs for mobile speed cameras

To receive quotes for LED fittings for the floodlights on the AWP

19/237 To receive Councillor Questions

It was noted that the conifers at Wakefield Way had been cut back however they are still hanging 4ft over the boundary. The Clerk to write and ask that they be cut back to the boundary.

Councillor Saunt sent through some questions to the Clerk in her absence, the Clerk read them out to the Council.

The Footpath along the river between Gravel Farm and the Fish and Duck Marina (far side from Stretham) is almost impassable due to nettles and thistles as it has not been cut this year. Can it be cleared and if so, who's responsibility is it? Councillor Roberts informed the Council that it was Shropshire's responsibility to do this.

Councillor Saunt had been asked to raise the issue of the adverts and information in the Village Newsletter in the August addition. Why has the Youth Club a full-page advert when information regarding the Councils committees has been squeezed into less than half a page and is difficult to read. Surely it is more important than an advert. Does the Council not wish residents to know who does what? It was suggested that the font that was used for the Councils committees was wrong, but also that all adverts should be in landscape form.

Could it be put into the front cover of each Newsletter the contact details for each Council member and the names of the Sub – Committees Chairs? The Council decided that the information that is currently on the Website could be added to the Newsletter.

The meeting closed at 8.40pm

The next Parish Council Meeting will be held on Tuesday 1st September 2020 in the Parish Rooms at 7pm and online via Teams. Councillors will meet at the Village cross at 6:30pm first to take a tour of all land and buildings owned by the Parish Council.

Stretham Parish Council  
Minutes of the Parish Council Meeting held on  
Tuesday 1st September 2020 at 7:30pm  
In the Parish Rooms, High Street, Stretham

Councillors met at the Village cross at 6:30pm and took a tour round of all land owned by the Village. The Council meeting started at 7:30pm.

Present: Councillor Parish (Chair), Councillor Roberts (Vice Chair),  
Councillor Murfitt, Councillor Nuttall, Councillor Wright, Councillor  
Taylor, Councillor Clark, Councillor Markham, Councillor Saunt,  
Councillor Speed

In attendance: The Clerk, The RFO

19/238 To receive apologies and approval of absences.

Absent: Councillor Speed – Councillor Williams – Personal reasons.

19/239 To receive declarations of interests and to consider requests for dispensations  
None

19/240 To resolve that the minutes of the Parish Council meeting held on the  
4th August 2020

The Council resolved that the minutes of the Parish Council meeting held on 4th August 2020 are now an accurate record. This is Proposed by Councillor Roberts and seconded by Councillor Wright.

19/241 Public Participation

A member of the public was in attendance, it was reported that there is a large hole in the footpath down at Wakefield Way the Clerk to report this to Highways. A number of hedges are overhanging footpaths in the Village making it difficult to walk safely on the footpaths. The Clerk to write to the property owners and ask that these are cut back. King Cob and the Green End junction footpath has a lot of holes in it, the Clerk to report to Highways.

19/242 To receive an update about the progress of actions from the last meeting of Stretham Parish Council on 4th August 2020

Please see attached Action list update.

19/243 To review and approve the quote for repairs to Ely Road Play Area

The Clerk presented a quote from HAGS to repair the Bouncy Bed, the quote was for £450. The Council asked if the Clerk could source a handyman to do the repair, however if that was not possible it was proposed by Councillor Taylor to get HAGS to do the repair, this was seconded by Councillor Murfitt, with the whole Council in agreement.

19/244 To review and adopt the updated Pavilion Risk Assessment

All Councillors were provided with a copy of the Pavilion risk assessment prior to the meeting, Councillor Parish (Chair) asked if there were any questions to which there were none. It was proposed

by Councillor Roberts, seconded by Councillor Nuttall with the whole Council in agreement to accept the updates.

19/245      To receive an update from Councillor Wright, with regards to leasing Eleanor's Field

Currently the field is over grown, does not have suitable fencing and no access to water. It was agreed to get the field topped now and again in spring. It was also suggested that the field could be used for sheep grazing as that would keep the fencing costs down. This was proposed by Councillor Wright, seconded by Councillor Taylor, with the whole Council in agreement.

19/246      To receive the quotes to replace the Flood light fittings with LED fittings

The Council received three quotes for the Floodlights, £10,250, £4,383.60 and £3,217.77. It was proposed by Councillor Speed to accept the cheaper quote, this was seconded by Councillor Taylor, with the whole Council in agreement.

19/247      To receive the quote for mobile Speed Cameras

The Clerk received prices from the Highways department, ranging from £4,000 to £7,000. It was decided to wait to find out the outcome of the LHI bid before moving this project further.

19/248      To discuss and agree the Village Centre project

Councillor Parish explained to the Council that in 2016 a survey was sent out to residents asking opinion on the current facilities in the Village. It came back that residents felt that the current rooms were not fit for purpose. Unfortunately, there was not enough capital around at the time and the project went no further.

With the capital bid funding having been made available, it was put to Council to accept the funding to put towards the building of a New Village Centre. This was proposed by Councillor Nuttall, seconded by Councillor Roberts, with the whole Council in agreement.

19/249      To approve and sign the Grant proposal form

It was proposed by Councillor Speed to accept the funding and to sign the grant forms, as long as all the terms and conditions are acceptable. This seconded by Councillor Taylor, with the whole Council in agreement.

19/250      To consider planning applications (This will not be a definitive list at the time of printing, please contact the Clerk for further updates)

20/01025/FUL – 4 Cage Lane, Stretham. Erection of new garage following demolition of existing, removal of walls and extended access. The Council made no objections to this application. This was proposed by Councillor Saunt, seconded by Councillor Roberts, with the whole Council in agreement.

19/251      To receive Planning application decisions

None

19/252      To receive an update on progress of SWCLT

Planning has gone in for the South side of the cemetery. Councillor Parish asked if an update on the Doctors surgery could be put into the Newsletter.

19/253      Finance - To authorise payments from SPC accounts and to note receipt of income



It was proposed that all cheques to be paid. This was proposed by Councillor Roberts and seconded by Councillor Taylor, with the whole Council in agreement.

19/254 To receive Correspondence

An email was received regarding the footpath between the Grove and Green End. The Clerk was asked to go and take a look and resolve the issues.

19/255 To receive verbal reports from Sub – Committees

Footpaths and Highways Sub – Committee – A deep pot hole near 23 Reads Street needs reporting.

The Clerk to speak to Highways about getting the drains around the Village cleaned out.

Amenities Working Party Sub Committee - A meeting to be held in September

Recreation Ground Sub Committee – None

Finance, Governance and Personnel Committee – None

Feast Sub – Committee – None

19/256 Items for discussion at the next Parish Council meeting

The Proposed Village Centre

To discuss Village Street Signs

To discuss land tenancies

To review and approve the new Village map

19/257 To receive Councillor Questions

The street light next to the wooden bus shelter needs fixing.

The meeting closed at 8.48pm

***The next Parish Council Meeting will be held on Tuesday 3rd November 2020 in the Parish Rooms***

**2020 10**

Stretham Parish Council

Minutes of the Parish Council Meeting

Tuesday 6th October 2020

In the Parish Rooms, High Street, Stretham

2020 10 06

Present: Councillor Parish (Chairman), Councillor Murfitt, Councillor Nuttall, Councillor Wright, Councillor Taylor, Councillor Clark, Councillor Markham, Councillor Saunt, Councillor Speed.

In attendance: Alan Melton RFO

19/258 To receive apologies: Councillor Roberts and Kim Bolderson (Clerk)

- 19/259 To receive declarations of interest and consider requests for dispensations.  
None
- 19/260 To resolve the minutes of the Parish Council meeting held on 1st September 2020.  
  
The Council resolved that the minutes of the Parish Meeting held on 1st September 2020 are an accurate record. The minutes were adopted.
- 19/261 Public Participation. There were no members of the public in attendance.
- 19/262 To receive and update about progress and actions from the last meeting, 1st September  
See attached list.
- 19/263 Village Signs: Members considered options of repair work needed on the street signs at at Chapel Street/Lane. Councillor Taylor would look into the issue.
- 19/264 The RFO reported that he had received two requests for funding in the coming budget Round, the RFO said that the items would be discussed by the Finance Committee.
- 19/265 Land Tenancies: Councillor Nuttall reported that a tenancy agreement had been agreed between Mr Parish and the Council for the land at A10 Stretham.  
Members discussed the Veal Tenancy. It was proposed by Councillor Nuttall and seconded by Councillor Wright to pursue a 1 year rolling tenancy. Councillor Nuttall and the Clerk would action this.
- 19/266 Village Map: The Village Map was received and adopted subject to minor amendments. Members agreed that any further comments should be forwarded to Councillor Nuttall and Councillor Saunt.
- 19/267 Village Centre. There was a discussion regarding possible sites for the Village Centre. (This was a confidential item and the public were excluded)
- 19/268 Village Centre Action Plan. The Action Plan was received and agreed (see attached)
- 19/269 Village Centre Project Group. The terms of the Project Group were received and agreed. (see attached)
- 19/270 Planning Decisions:
- 20/00810/TRE: T1 Willow – Remove tree close to oil tank at, 22b High Street, Stretham (Allowed)
  - 20/00885/FUL: New 1.8 high fence to the property facing the road at, 50 High Street, Stretham. (Refused)
- 19/271 Planning Applications:
- 20/00848/FUM: Erection of 21 dwellings comprising 6 CLT houses and 15 open market houses, together with landscaping, open space and associated infrastructure at, Manor Farm Development, Plantation Gate, Stretham. (No objection)
  - 20/01149/LBC: Replace the 3 single glazed wooden windows on the front of her building with the same configuration at, 3 Plantation Gate, Stretham. (No objection)
- 19/272 Finance: To receive and authorise payments from SPC Accounts:

Income			Expenditure		
ECDC	10000	Grant	K. Bolderson	750.25	Clerk
ECDC	32500	Precept	A. Melton	599	RFO

Balance at the Bank:	
Current account	68976.31
Instant Business	20002.8
Instant Business (2)	2.82
32 Notice account	67304.82
Total	156286.75

- 19/274 Members Questions:
- It was agreed to send a letter and final warning to the Football Club regarding players urinating in the hedge at the edge of the field.
  - It was agreed to invoice the Football Club for a damaged door and broken bench
  - It was agreed that it was to late to top Eleanor's Field.
  - It was agreed to ask Jamie to clear the ivy from walls and to re-paint the old telephone box.

- The next meeting will be held on Tuesday 3rd November 2020 in the Parish Rooms

Stretham Parish Council  
Minutes of the Parish Council Meeting  
Tuesday 3rd November 2020  
In the Parish Rooms, High Street, Stretham

Present: Councillor Parish (Chairman), Councillor Murfitt, Councillor Nuttall, Councillor Wright, Councillor Taylor, Councillor Clark, Councillor Williams.

In attendance: Kim Bolderson Clerk, Alan Melton RFO

19/276 To receive apologies: Councillor Roberts, Councillor Saunt, Councillor Speed, Councillor Markham

19/277 To receive declarations of interest and consider requests for dispensations.

None

19/278 To resolve the minutes of the Parish Council meeting held on 6th October 2020.

The Council resolved that the minutes of the Parish Meeting held on 6th October 2020 are an accurate record. The minutes were adopted. This was proposed by Councillor Wright and Seconded by Councillor Clark

19/279 Public Participation. There were no members of the public in attendance.

19/280 To receive and update about progress and actions from the last meeting, 6th October  
See attached list.

19/281 To receive an update from County and District Councillor Bill Hunt

County and District Councillor Bill Hunt was in attendance at the meeting, to give an update on issues and projects around the District.

- The BP garage roundabout works are now nearly complete, with good improvements having been made.
- The Lancaster Way roundabout improvements will start after Christmas.
- The Milton Park and Ride saw a large reduction in use over the lock down period, with 94% of passengers not using the service in June, minus 80% use in July and minus 67% use in August.
- From the 15th October E Scooter trials will take place in Cambridge
- Cambridge County Council have put together a new tree policy, for every tree that is damaged or dies and has to be removed from the side of the road another 2 will be planted in its place.
- 2 New Mobile Library Vans are now in service, this will not only be used for books but also for things such as mail returns and flu jabs. The older vans will also still remain in service.

19/281 Village Signs

Councillor Taylor was not in attendance at the meeting, this item to be carried forward to the next meeting.

19/282 To receive an update on the Village Centre

The terms of reference for the Village Centre Group were read out to Councillors, it was proposed by Councillor Wright to adopt these, this was seconded by Councillor Clark, with the whole Council in agreement.

Councillor Nuttall explained that an online document store had been set up to keep everything to do with the Village Centre and all members of the group would be able to access it. The Grant paper work has been signed and returned. Councillor Wright offered to make contact with estate agents to get a valuation for the Parish Rooms. Councillor Nuttall, explained that further funding streams were being looked at and that Architects would now be approached.

19/283 To discuss Job Vacancies

Councillor Parish explained that the role of Caretaker and Newsletter Delivery person would be advertised in the December Newsletter, with the closing date being the 24th December. Councillor Clark and Councillor Murfitt will be on the interview panel.

19/284 To discuss IT equipment for meetings and a change of location for the December meeting

Councillor Parish explained to Councillors that currently the Council does not have any IT equipment to do presentations on and suggested that the December meeting could be held at the Youth Centre to enable the IT equipment to be used for items such as planning presentations and to hold online meetings if required. The Council could then get a feel for how this equipment could assist in meetings. The Council agreed to hold the next meeting in the Youth Centre. Councillor Nuttall agreed to look into costs of equipment for the next meeting.

It was also agreed that the next meeting would be held on the 8th December once lockdown has finished. The next meeting of the Village Centre project group will take place on the 15th December.

19/285 To discuss what happens with decision making and Council meetings during lockdown

Councillor Wright explained to the Council that during another lockdown and while social distancing is in place, she felt it important that Council meetings should still take place and therefore an online system should be looked at. Councillor Parish explained that the Youth Club could be used as it is a smaller room and therefore all Councillors should be able to hear and any Councillors who do not have access to the internet could still meet in person.

It was decided that the Clerk would set up a test meeting on the 3rd December ready for the next meeting on the 8th, to make sure the IT system works.

19/286 Planning Applications:

- 20/01399/FUL – 44 Cambridge Road, Stretham. Proposed extensions and alterations to existing dwelling, including new front wall and gates. The Council made no objections to this planning.

19/287 Finance: To receive and authorise payments from SPC Accounts:

STRETHAM PARISH COUNCIL - FINANCE REPORT - NOVEMBER 2020

Income			Expenditure		
Band	60	Hire P/R	K Bolderson	750.25	Clerk
Nicky	20	Hire P	A Melton	599	RFO
Carter	70	Burial	J Parish	45.82	Reimbursement
SWCLT	320	Grass Cut	M Hutter	60	
Lloyds	0.16	Interest	L Gottobed	80	
			J Setchell	480	
			J Leek	80	
			L Shearing	737	
			D E Keene	20	Tip Run
			PWLB	2792.5	d/d
			ECDC	54	d/d
			AWA	3.83	d/d

Glasdon 531.39

470.16

6233.79

Balance at the Bank

Current Account	56869.37
Instant	20002.96
Instant (2)	2.82
32 day	67309.9

19/288 Correspondence

An email was received from a Cambridge Road resident, concerned about the rats in the ditch on the recreation ground. The Council proposed that the ditch be flailed to see if this would sort the problem.

An email was received from a resident regarding the lack of a field in the village that could be used for dog exercising. The Council discussed the situation and felt that there were sufficient paths and walks in the Village that can be used and also the recreation ground.

19/289 To receive verbal reports from Sub – Committees

Footpaths and Highways Sub – Committee – Councillor Wright asked if the Clerk could find out when we would hear about the LHI bid.

Amenities Working Party Sub Committee – None

Recreation Ground Sub Committee – None

Finance, Governance and Personnel Committee – None

Feast Sub – Committee – None

19/290 Items for discussion at the next Parish Council meeting

Street Signs

Planning for 45 Cambridge Road and the Caravan down Green end.

19/291 To receive Councillor Questions

Councillor Taylor was unable to attend the meeting, however sent an email proposing that that Christmas lights be put up at the Church this year, to give the Village a boost after such a challenging year. Alister from Cambridge electrics has offered to do the lights and has kindly offered to pay for some of the lights. The Council agreed that as long as permission was sought from the relevant parties then the lights should go ahead. This was proposed by Councillor Clark and Seconded by Councillor Murfitt, with the whole Council in agreement.

Councillor Murfitt asked the Clerk to speak to the gardeners about making sure the path behind the Church is definitely cut 2 metres wide, as it was felt that it was not.

Councillor Clerk asked if it could be clarified where the bus stop in on the High Street. As people waiting in the bus shelter next to the Red Lion had missed the bus as it failed to stop.

The meeting closed at 8.38pm

The next meeting will be held on Tuesday 8th December 2020 in the Youth Centre

## **2020 12**

Stretham Parish Council  
Minutes of the Parish Council Meeting  
Tuesday 1st December 2020  
In the Youth Centre, High Street, Stretham

Present: Councillor Parish (Chairman), Councillor Roberts (Vice Chair) Councillor Murfitt, Councillor Nuttall, Councillor Wright, Councillor Taylor, Councillor Clark, Councillor Williams, Councillor Saunt, Councillor Markham

In attendance: Kim Bolderson Clerk, Alan Melton RFO

19/292 To receive apologies: Councillor Speed

19/293 To receive declarations of interest and consider requests for dispensations.

Councillor Parish, Councillor Clark, Councillor Markham and Councillor Saunt. In regards to a

letter received from the Youth Centre to Stretham Parish Council.

19/294 To resolve the minutes of the Parish Council meeting held on 3rd November 2020.

The Council resolved that the minutes of the Parish Meeting held on 3rd November 2020 are an accurate record. The minutes were adopted. This was proposed by Councillor Nuttall and Seconded by Councillor Wright.

19/295 Public Participation. There were no members of the public in attendance.

19/296 To receive and update about progress and actions from the last meeting, 3rd November  
See attached list.

19/297 To discuss Village Street Signs

Councillor Taylor explained that numbers 1 – 5 Middle Close had no Street sign to say that they were in Middle Close and in fact looked like they were part of Chapel Street. It was decided that the Clerk would speak to Pam at Highways to see if anything could be done about this.

19/298 To receive an update on the Village Centre

Some land options have been looked and discussed for the new Village Centre, with 2 sites currently being discussed. It was discussed that there was the potential for a shared car park, Councillor Taylor felt this may not be the best approach. Different options currently being discussed as to what to do with the Parish Rooms moving forward. A Village Centre project meeting is to take place next week, where other funding streams will be discussed. Councillor Parish suggested looking at trying to get a Royal representative to open the new building and the Clerk was asked to get this in motion.

19/299 To discuss IT equipment for future meeting

Councillor Nuttall present a list of IT equipment that would need to be purchased in order to be able to hold remote Council meetings. Including the broadband, the total cost would be around £1,254. It was felt by Councillors that if the equipment was purchased for the Parish Rooms it then may not be suitable for the new Village centre, it was therefore decided that its would-be put-on hold until the New Village Centre is built. It was however felt that it would be beneficial to the Council and users of the Parish Rooms to get Broad Band fitted there. Councillor Nuttall explained that this would be a cost of £330 a year. This was proposed by Councillor Nuttall, seconded by Councillor Roberts with the whole Council in agreement.

19/301 Planning Applications:

20/01553/FUL – 13 Green End, Stretham. Rear extension, front porch and internal and external alterations. The Council made no objections to this application.

20/01515/FUL – Gravel Farm Yard, Newmarket Road, Stretham. Proposed extension to existing storage container yard. The Council made no objections to this application.

20/01516/FUL – Gravel Farm Yard, Newmarket Road, Stretham. Proposed development of an agriculture building. The Council made no objections to this application.

19/302 Finance: To receive and authorise payments from SPC Accounts:

#### STRETHAM PARISH COUNCIL - FINANCE REPORT - DECEMBER 2020

Income			Expenditure		
COOP 140	Burial	K. Bolderson	750.25	Clerk	
Burkett 129	Memorial	A. Melton		703.48	RFO
J. Parish	750	Land Rent	M. Hutter		60
Lloyds 0.17	Interest	L. Gottobed	80		
		J. Setchell		480	
		J. Leek	80		
		L. Shearing	737		
		R.H Landscapes		300	
		PKF Littlejohn	528	Audit	
		B Gas	51.52	d/d	
		AWA	73.78	d/d	
		ECDC	54	d/d	
		B Gas	18.82		
		Cambs Electrical		690.88	Xmas Lights
		Notice Boards	1385.28		
			5993.01		
1019.17					

Balance at the Bank	
Current Account	54273.83
Instant	20003.13
Business	2.82
32 day	67315.71
Total	141595.5



It was proposed by Councillor Taylor to pay the above cheques, this was seconded by Councillor Nuttall, with the whole Council in agreement.

The council received a letter from Pamela Hicks on behalf of Stretham Youth Club, requesting financial help from the Parish Council, for a new roof.

The RFO suggested that the Parish Council commissioned the work as a Parish Council Project. The cost of the work has been quoted at £35,844.32 + VAT.

The RFO reported that if the project was commissioned by the council, the VAT would be recoverable. Members agreed to the proposal, the RFO would liaise with the Youth Club regarding invoicing and obtaining the initial sum of £35,844.32 as a donation from the Youth Club. The Parish Council would be in receipt of all guarantees and Building Control certification. This was proposed by Councillor Taylor, seconded by Councillor Roberts, with the whole Council in agreement.

#### 19/303 Correspondence

An email was received from a concerned resident regarding Nottingham Knockers, operating in the Village. They have been reported to the Police, Councillors felt it would be wise to include a piece in the Newsletters to warn residents and explain what they do.

An email was received from a resident regarding the amount of dog waste in the Village and down at Manor Farm. Councillor Parish to write a piece in the Newsletter, to let residents know how they can report people for leaving their waste behind.

An email was received from a resident regarding the lack of a field in the village that could be used for dog exercising. The Council discussed the situation and felt that there were sufficient paths and walks in the Village that can be used and also the recreation ground.

#### 19/304 To receive verbal reports from Sub – Committees

Footpaths and Highways Sub – Committee – None

Amenities Working Party Sub Committee – None

Recreation Ground Sub Committee – None

Finance, Governance and Personnel Committee – Next meeting will be held on the 9th December.

Feast Sub – Committee – None

#### 19/305 Items for discussion at the next Parish Council meeting

#### Precept

#### 19/306 To receive Councillor Questions

Could residents at 5 and 7 Newmarket Road be written to and asked to cut back their hedges as they are encroaching the path and making it difficult for pedestrians to walk along the path.

The meeting closed at 8.04pm

*The next meeting will be held on Tuesday 5th January 2020 in the Parish Rooms.*

**2021 01**

Stretham Parish Council

Minutes of the Parish Council Meeting held on

Tuesday 5th January 2021 at 7:00pm

Online via Teams

Present: Councillor Parish (Chair), Councillor Roberts (Vice Chair),  
Councillor Murfitt, Councillor Nuttall, Councillor Wright, Councillor  
Taylor, Councillor Clark, Councillor Markham, Councillor Saunt,  
Councillor Speed

In attendance: The Clerk, The RFO

19/307 To receive apologies and approval of absences.

Absent: Councillor Williams – Sickness.

19/308 To receive declarations of interests and to consider requests for dispensations  
None

19/309 To resolve that the minutes of the Parish Council meeting held on the  
1st December 2020 are an accurate record

Councillor Saunt asked that her name be added to the declaration of interest for the last meeting. The Council resolved that the minutes of the Parish Council meeting held on 1st December 2020 are now an accurate record. This is Proposed by Councillor Saunt and seconded by Councillor Nuttall.

19/310 Public Participation

No public were present

19/311 To receive an update about the progress of actions from the last meeting of Stretham Parish Council on 5th December 2020

Please see attached Action list update.

19/312 To discuss the formation of a Christmas Lights Sub - Committee

Councillor Taylor asked if a Christmas lights Sub – Committee could be set up, inviting residents of the Village to join. A lot of Councillors were happy to support a working party, it was proposed that Councillor Taylor would head this up, with Council support but it would not be an official Council working party, but ideas and plans would be presented back to Full Council. This was proposed by Councillor Taylor, seconded by Councillor Nuttall, with the whole Council in agreement.

19/313 To receive an update on the Village Centre

Discussions with architects for the project have begun, so that we can start the design process. Discussions on potential locations for the Village Centre are ongoing, with 2 sites now in the running. In addition to the Communities Capital Fund award, other sources of funding to help finance the building are being sought.

19/314 To discuss the precept

The Precept report was read out by the RFO. It was proposed that there be a rise in the precept from 65k to 70k, which would mean an increase of 7.9%. It was explained to Councillors that the Precept had not been raised for a few years. This was proposed by Councillor Nuttall, seconded by Councillor Taylor, with the whole Council in agreement.

19/315 To consider planning applications

None

19/316 To receive planning application decisions

20/01399/FUL – 44 Cambridge Road, Stretham. Proposed extensions and alterations to existing dwelling, including new front wall and gates. This application has been approved.

19/317 To receive an update on progress of SWCLT

Last bungalow has now been occupied. Planning permission is due at the beginning of this year. And progress has started to be made again on the doctor's surgery.

19/318 Finance - To authorise payments from SPC accounts and to note receipt of income

#### STRETHAM PARISH COUNCIL - FINANCE REPORT - JANUARY 2021

Income		Expenditure		
CCC	90000	Grant	Salaries/Wages	2063.33
ECDC	1334	Covid Grant	L. Shearing	737
CCC	330	Room Hire	ECDC	54
			D. Russell	125
			HAGS	540
				Rocker
			J. Taylor	98
				Xmas Lights
	91664			3617.33

Balance at the Bank:  
Current Account        51568.39  
Business Instant20003.29  
Village Centre Fund    90002.82  
32 Day Notice   67318.18

228892.68

It was proposed that all cheques to be paid. This was proposed by Councillor Roberts and seconded by Councillor Wright, with the whole Council in agreement.

19/319        To receive Correspondence

An email was received from a concerned resident regarding the ditch at the back of Wilburton Road. The ditch is in need of being cleared, it was felt that due to it not being done and all the heavy rain we have had that this was a contributing factor to flooding. Councillor Roberts also mentioned other ditches around the Village that need to be cleared. The Clerk to find out who's responsibility these ditches are and to work from there in getting them cleared.

19/320 To receive verbal reports from Sub – Committees

Footpaths and Highways Sub – Committee – The Clerk to chase the LHI bid.

Amenities Working Party Sub Committee - A meeting to be held in March

Recreation Ground Sub Committee – None

Finance, Governance and Personnel Committee – It was agreed that charges for hall hire and the cemetery would not be increased this year.

Feast Sub – Committee – None

19/321        Items for discussion at the next Parish Council meeting

To discuss progress on ditch clearing

19/322        To receive Councillor Questions

A large Pot hole on Reads Street - Clerk to report

The Road down Green End needs reporting to Highways as it is starting to break up, there is also a large pothole opposite 13 green End.

The Bench on the corner of Short Road needs repairing.

Could the ivy on the trees on the roundabout be reported as it is strangling the trees?

The meeting closed at 8.38pm

***The next Parish Council Meeting will be held on Tuesday 3rd November 2020 in the Parish Rooms***

**2021 02 02**

[This is a copy of the minutes sent to Parish Councillors]

Stretham Parish Council

Minutes of the Parish Council Meeting held on Tuesday 2nd February 2021 at 7:00pm

Online via Teams

Present: Councillor Parish (Chair), Councillor Roberts (Vice Chair), Councillor Nuttalll, Councillor Wright, Councillor Taylor, Councillor Clark, Councillor Saunt, Councillor Williams

In attendance: The Clerk, The RFO

19/322 To receive apologies and approval of absences.

Absent: Councillor Markham, Councillor Speed, Councillor Murfitt

19/323 To receive declarations of interests and to consider requests for dispensations

None

19/324 To resolve that the minutes of the Parish Council meeting held on the 5th January 2020 are an accurate record

The Council resolved that the minutes of the Parish Council meeting held on 5th January 2020 are an accurate record. This is Proposed by Councillor Nuttall and seconded by Councillor Wright.

19/325 Public Participation

County and District Councillor Bill Hunt was in attendance to give an update.

County:

Huge efforts to support vulnerable (32,000 people supported, 44,000 checks on vulnerable circa 4000 food parcels)

Council tax debate 9th Feb.

A1123 and A1421 to B was not supported by all but 34 for, 19 abstain and 0 oppose.

Bill not standing in 2021 elections.

District:

Bill (& Lisa) will stay as District member until at very least May 2023.

Flood meetings every 6 hours

Electric car charging at Hive

The Bin men have been out doing other jobs for people during the pandemic as well as collecting rubbish.

x4 £100K homes at Paradise and explain grass safeguard.

0% Council tax.

Ely Country Park and Jubilee "Keep Britain Tidy" well done.

Fireworks – potential to look at having to have a licence to let fireworks off.

19/326 To receive an update about the progress of actions from the last meeting of Stretham Parish Council on 5th January 2020

Please see attached Action list update. *[This was not included]*

19/327 To discuss ditches and flooding

The Clerk explained that a meeting is to take place between the Highways Flood and Water Department and the Drainage board to look at the ditches, to find out who is responsible for them. Councillor Roberts told the Council that he had been to take a look at the ditches, the CLT one is running well, however the catch ditch that leads down to the river is very overgrown and in need of being cleaned out. Spencer Clerk has said ECDC are responsible for that part and will be dredging it out up to the concrete bridge. The steel flap that opens at the bridge that allows water to drain into the river also requires fixing. Councillor Roberts to update on progress at the next meeting.

19/328 To receive an update on the Village Centre

Three emails have been received by the Clerk from Councillors to open up discussions on placing the Village Centre at the recreations ground. The majority of Councillors voted to put the Recreation Ground down as another possible location. It was proposed by Councillor Wright to get block drawings down on the site at Manor Farm and the recreation ground done and bring to the next meeting to discuss, this was seconded by Councillor Williams with the whole Council in agreement.

19/329 To consider planning applications

20/01640/FUL – Amberside Stretham, Station Road, Wilburton. The Council made no objections to this application.

19/330 To receive planning application decisions  
20/01553/FUL – 13 Green End, Stretham - approved  
20/01515/FUL – Gravel Yard Farm, Newmarket Road, Stretham - approved

19/331 To receive an update on progress of SWCLT  
All properties are now occupied, just waiting on planning permission consent for P4.

19/332 Finance - To authorise payments from SPC accounts and to note receipt of income

#### STRETHAM PARISH COUNCIL - FINANCE REPORT - FEBRUARY 2021

##### Income

ECDC 476.43 Grant  
ECDC 2001 Grant  
ECDC 4000 Grant  
Lloyds 0.18 interest  
Lloyds 0.52 interest  
£6479.13

##### Expenditure

Salaries etc 2095.35  
ECDC 54 d/d  
B/Gas 51.99 d/d  
EoN 51.75 d/d  
B/Gas 56.62 d/d  
B/Gas 29.61 d/d  
L. Shearing 737 Newsletter  
£3,076.32

*[There seems to be a difference between this list and that in the online version of the minutes]*

##### Balance at Bank

Current Account 54,930.34  
Instant 20,003.47  
VPA 90,003.34  
32-day 67,320.83  
Total £231,257.98

It was proposed that all cheques to be paid. This was proposed by Councillor Roberts and seconded by Councillor Clark, with the whole Council in agreement.

19/333 To receive Correspondence

A member of the public reported that there were some holes on the recreation ground. The gentleman has offered to fill the holes, if the Council provide the top soil. Councillor Taylor to meet with the resident to discuss further.

An email was received from a member of the public, asking if the land owned by the Council at Lt Thetford was up for sale, the Council said no.

An email was received in connection to the state of Kisbys walk. It has a lot of holes and looks unfinished. Councillor Roberts said he would take a look.

19/334 To receive verbal reports from Sub – Committees

Footpaths and Highways Sub – Committee – Brook Lane and Meadow Croft path are breaking up again. The Clerk to email Highways. The Clerk also to report the pot holes in the Village, especially Reads Street, The Road outside the Chinese and Green End.

Amenities Working Party Sub Committee - A meeting to be held in March

Recreation Ground Sub Committee – None

Finance, Governance and Personnel Committee – None

Feast Sub – Committee – None

19/335 Items for discussion at the next Parish Council meeting

To discuss progress on ditch clearing

19/336 To receive Councillor Questions

Cambridge Road number 3 the hedge is over growing the path.

A car is being parked as you go into Green End on the left, going to cause an accident. The Clerk to report.

Mirror on the side of Newmarket Road, The Clerk to report to Highways.

Councillor Parish informed the Council that a Marquee has been donated to the Council and will be kept in the cemetery shed.

The meeting closed at 8.38pm

The next Parish Council Meeting will be held on Tuesday 2nd March 2020 online Via Teams.

### **2021 03**

Stretham Parish Council

Minutes of the Parish Council Meeting held on

Tuesday 2nd March 2021 at 7:00pm

Online via Teams

Present: Councillor Parish (Chair), Councillor Roberts (Vice Chair),  
Councillor Nuttall, Councillor Wright, Councillor  
Taylor, Councillor Clark, Councillor Saunt, Councillor Williams

In attendance: The RFO

19/337 To receive apologies and approval of absences.

Absent: Councillor Speed, Councillor Murfitt

19/338 To receive declarations of interests and to consider requests for dispensations

None

19/339 To resolve that the minutes of the Parish Council meeting held on the 2nd March 2021 are an accurate record

The Council resolved that the minutes of the Parish Council meeting held on 2nd February 2021 are an accurate record. This is Proposed by Councillor Taylor and seconded by Councillor Roberts. There was one small amendment at 19/336. The reference to overhanging should read “height”.

19/340 Public Participation. Mr and Mrs Guest asked a question regarding a proposed meeting with CCC Highways and Drainage Boards regarding flooding, it was reported that the meeting had not yet taken place. It was reported that there was a large pothole at the Green End Junction. The Clerk/RFO were asked to report the matter.

19/341 To receive an update about the progress of actions from the last meeting of Stretham Parish Council on 2nd February 2021

Please see attached Action list update. *[not attached]*

19/342 To discuss ditches and flooding. Councillor Roberts reported that most of the work regarding the clearing of ditches had been carried out, work was on going.

19/343 Local Highways Improvement Bid (LHI). Members unanimously accepted the proposal for improvements to Newmarket Road, to slow the speed of traffic entering the village. The total cost is: £19,661.52, of which Stretham Parish Council would pay the sum of £4661.52.

19/343 To receive an update on the Village Centre. Councillor Nuttall reported that the project group were awaiting further negotiations with potential land owners. He also reported that the group had agreed to the drawing of a block plan to inform any negotiations regarding building on the Recreation Ground.

*[There would seem to be two minutes with the same reference number]*

19/344 To consider planning applications. There were none.

19/345 To receive planning application decisions. There were none.

19/346 To receive an update on progress of SWCLT  
All properties are now occupied, just waiting on planning permission consent for P4. Councillor Roberts confirmed that demand was still high.

19/347 Finance - To authorise payments from SPC accounts and to note receipt of income

Income		Expenditure	
ECDC	500	Treats	Salaries/Wages 2111.14
Lloyds	0.16	Interest	Les Ward 174.5 Fruit
Lloyds	0.72	Interest	ECDC 20 Lotteries
			L. Shearing 737 Newsletter
			R. Nuttall 119.75 Website
			AWA 86.95 Water d/d
			B/Gas 91.76 Fuel d/d
	500.88		3341.1

Balance at the Bank:

Current Account	50141.75
Business Account	20003.63
VPA	90004.06
32 Notice	67323.39

Total 227472.83

It was proposed that all cheques to be paid. This was proposed by Councillor Roberts and seconded by Councillor Clark, with the whole Council in agreement.

***By a unanimous vote, members agreed to pay £4,661.52 contribution towards the Newmarket Road LHI bid, this was an increase of £3161.52 recorded in the budget. The RFO reported that this can be paid from cash balances and would not affect the whole budget.***

***19/348 To receive Correspondence. Members received a letter and petition from residents of Manor Farm regarding their objection to possible siting of the Village Centre next to the proposed doctor's surgery. Members rejected the petition. Members agreed that once sites had been identified for the siting of the Village Centre, it would be a matter for the whole village to be consulted upon.***

19/349 To receive verbal reports from Sub – Committees

Footpaths and Highways Sub – Committee – The Clerk/RFO were asked to check who were the sponsors of the roundabout and ask them to remove the ivy.

Amenities Working Party Sub Committee - A meeting to be held in later in the month

Recreation Ground Sub Committee – Councillor Taylor asked for the purchase of a one tonne bag of topsoil for patching the recreation ground. Members agreed.

Finance, Governance and Personnel Committee – None

Feast Sub – Committee – None

19/350 Items for discussion at the next Parish Council meeting - None



19/351 To receive Councillor Questions.

- Councillor Saunt reported that the owners of the bungalow at No 8 Newmarket Road had not cut back their hedge. The owners of Nos 5 and 7 had also not cut their hedge. Both hedges were overhanging the road. The owners of the Bungalow at Field Side had also not cut their hedge.
- The bench at Short Road had still not been repaired.
- Councillor Roberts reminded the Council that the register of Community Hub Material held by ECDC was about to be renewed. Members agreed that the Village Pub should continue to be registered.
- Members were informed that specialist road works were to take place in Read Street, commencing 17th March 2021. The road would be closed.

The meeting ended at 7.46pm

The next Parish Council Meeting will be held on Tuesday 6th April 2021 online Via Teams.

## **2021 04 06**

Stretham Parish Council

Minutes of the Parish Council Meeting held on Tuesday 6th April 2021 at 7:00pm

Online via Teams

Present: Councillor Parish (Chair), Councillor Markham,  
Councillor Nuttall, Councillor Wright, Councillor  
Taylor, Councillor Clark, Councillor Saunt, Councillor Williams

In attendance: The Clerk, The RFO

19/352 To receive apologies and approval of absences.

Absent: Councillor Roberts (Vice Chair), Councillor Murfitt, Councillor Speed

19/353 To receive declarations of interests and to consider requests for dispensations  
None

19/354 To resolve that the minutes of the Parish Council meeting held on the  
2nd March 2021 are an accurate record

It was recorded in the March meeting that house number 7 needed the hedge cutting back, this should have been number 5. Councillor Markham also needed to be added to the list of attendees. Once these changes had been made the Council resolved that the minutes of the Parish Council meeting held on 2nd March 2021 are an accurate record. This is Proposed by Councillor Nuttall and seconded by Councillor Saunt.

19/355 Public Participation

Members of the public on the call declined to speak.

19/356 To receive an update about the progress of actions from the last meeting of Stretham Parish Council on 2nd March 2021. Please see attached Action list update. **[not included]**

19/357 To discuss ditches and flooding

Outside number 9A Newmarket Road, a tube has been laid under the kerb feeding into the ditch.

19/358 To receive an update on the LHI Bid

The bid has been accepted, subject to a meeting in June.

19/359 To receive an update on the Village Centre

A block drawing has been completed on the Pavilion to show the impact it would have on the recreation ground. A meeting is to be set up with the College to progress that SWCLT site.

19/360 To discuss the AGM for May 2021

The RFO read out the legislation regarding Council meetings. Face to Face meetings will not be allowed to take place until after the 7th May. The AGM will take place on the 4th May where the Chair and Vice Chair will be elected, along with the Sub – Committees. The public part of the AGM will take place in September, this was agreed by all Council members.

19/361 To discuss a Memorial Tree for the recreation ground

A resident has asked if a memorial tree could be placed at the recreation ground in memory of their husband, this was proposed by Councillor Wright and seconded by Councillor Markham, with the whole Council in agreement.

19/362 To consider planning applications

20/00873/FUL – Lazy Otter, Cambridge Road, Stretham. Change of use of land to site additional holiday caravans incorporating landscaping and biodiversity enhancement proposals. An amendment was received regarding this application, to reduce number of new caravans from 5 to 2. The Council objected to the original planning application, and their position still stand. This was proposed by Councillor Wright, seconded by Councillor Saunt, with the whole Council in agreement.

21/00295/OUT – Site North East of 15 Newmarket Road, Stretham. Construction of 1, two-bedroom, single storey dwelling. Before the application was read out to Councillors, an email from a resident objecting to the application was read out. The Council objected to this application on the following grounds; An

- Over development of the site
- Limited access, no access to garages due to other property owners parking spaces
- Biodiversity concerns as the land has been wild for some time with nothing on it
- Inadequate sewers
- No access to the site without digging up other resident's drives
- Not enough space for lorries to get to the site

This was proposed by Councillor Taylor and seconded by Councillor Saunt, with the whole Council in agreement.

21/00456/FUL – 1 Rose Meadow Park, Stretham. Create new access to cross verge and ditch with timber gates. The Council made no objections to this application.

21/00360/VARM – Site East of Chear Farm, Ely Road Chittering. Small amendment to the trim at the base of the glasshouse and a colour change from Anthracite Grey to Moss Green for elements. The Council made no objections to this application.

19/363 To receive planning application decisions

20/01516/FUL – Gravel farm Yard, Newmarket Road.

19/364 To receive an update on progress of SWCLT

No update was given

19/365 Finance - To authorise payments from SPC accounts and to note receipt of income

It was proposed that all cheques to be paid. This was proposed by Councillor Roberts and seconded by Councillor Clark, with the whole Council in agreement. *[there is no list of payments]*

19/366 To receive Correspondence

An email was received from a resident regarding the ditch between the Bowls club and the property on Cambridge Road. The Clerk to speak with Councillor Roberts and find out who's responsibility it is. It was also reported that behind number 3 Starlock Close there is a tree growing in the ditch and holding the water back.

An email was received from a resident asking if they could organise a Classic Car show, the Council agreed in principle however they require to see risk assessments and insurance details.

James Gilbey has asked if he could bring the fair to Stretham again at the end of May beginning of June.

19/367 To receive verbal reports from Sub – Committees  
Footpaths and Highways Sub – Committee – None  
Amenities Working Party Sub Committee – Meeting to be held on the 13th April.  
Recreation Ground Sub Committee – None

Finance, Governance and Personnel Committee – The Sub – Committee have been looking at the year end figures. Income is above budget due to Covid grants. The Sub – Committee are looking into electronic banking; the Website domain has been renewed until 2030.  
Feast Sub – Committee – None

19/368 Items for discussion at the next Parish Council meeting  
To discuss progress on ditch clearing  
LHI Bid

19/369 To receive Councillor Questions  
The meeting closed at 8.02pm  
The next Parish Council Meeting will be held on **Tuesday 4th May 2020** online Via Teams.

#### **2021 05 06**

Stretham Parish Council

Minutes of the Parish Council Meeting held on Tuesday 6th May 2021 at 7:00pm

Online via Teams

Present: Councillor Parish (Chair), Councillor Roberts (Vice Chair), Councillor Markham, Councillor Nuttall, Councillor Wright, Councillor Taylor, Councillor Clark, Councillor Saunt, Councillor Williams  
In attendance: The Clerk, The RFO

19/370 To receive apologies and approval of absences.  
Absent: Councillor Murfitt, Councillor Speed

19/371 To elect the Chair and Vice Chair of Stretham Parish Council  
Councillor Parish was voted in as Chair of Stretham Parish Council, Councillor Roberts was voted as Vice Chair of Stretham Parish Council. **[no proposers or seconders]**

19/372 To receive declarations of interests and to consider requests for dispensations  
None

19/373 To resolve that the minutes of the Parish Council meeting held on the 6th April 2021 are an accurate record  
A resident from Petersfield, asked Councillors what was happening with the road. After speaking to Highways, the resident was informed that it would not be adopted as the road was not built to standard. Councillor Roberts to take this action away and investigate and report back to Council.

19/374 Public Participation  
Members of the public on the call declined to speak.

19/375 To receive an update about the progress of actions from the last meeting of Stretham Parish Council on 6th April 2021  
Please see attached Action list update. **[not included]**

19/376 To elect Sub – Committee members

Parish Councillors decided which Sub – Committees they wished to be on, below is a list of the Sub – Committees and its members.

Sub – Committees          Members

Footpaths and Highways Working Party Councillor Wright (Chair)

Councillor Saunt (Chair)

Councillor Speed

Councillor Williams

Councillor Roberts

Aminities Sub - Committee (including Eleanor's Field)

Councillor Parish (Chair)

Councillor Nuttall

Councillor Saunt

Councillor Clark

Recreation Ground/Play Area Sub - Committee Councillor Taylor (Chair)

Councillor Markham

Councillor Clark

Finance Sub - Committee

Councillor Nuttall (Chair)

Councillor Taylor

Councillor Parish

Councillor Speed

Councillor Roberts

Councillor Saunt

The RFO

Feast Sub – Committee Councillor Parish (Chair)

Councillor Roberts

Councillor Williams

Councillor Wright

Councillor Nuttall

Councillor Taylor

Councillor Markham

Councillor Clark

The Clerk

Communications Sub – Committee

(Meeting as and when required)

Councillor Parish

Councillor Nuttall

Councillor Taylor

New Village Centre Sub - Committee

Councillor Parish

Councillor Nuttall

Councillor Roberts

Councillor Taylor

Councillor Saunt

Councillor Wright

19/377 To discuss ditches and flooding

Councillor Roberts and the Clerk to look at the ditch next to the Bowls Club, Awarding ditch at the back of Fieldside and the ditch behind Starlock Close. It was proposed to add ditches to the Footpath and Highways Sub – Committee.

19/378 To receive an update on the LHI Bid  
The bid has been accepted, subject to a meeting in June.

19/379 To receive an update on the Village Centre  
A block drawing of the Village centre has been done. Councillor Nuttall is still chasing Laragh Homes and The College to set up a meeting to discuss land for the Village centre. Invoice to go out for the 3rd part of the funding, this should be in towards the end of May.

19/380 To discuss Stretham Football Team  
Another complaint has been received regarding footballers and spectators urinating in the ditches around the recreation ground. It was proposed by Councillor Nuttall, seconded by Councillor Wright with the whole Council in agreement, that the Clerk will write to the manager and inform them that this is anti – social behaviour and if it happens again, it will be reported to the Police.

19/381 To consider planning applications  
21/00529/VAR – Site South of 17 Short Road, Stretham. To vary condition 3 (external materials) of previously approved 19/00479/FUL for construction of 1 four-bedroom, detached dwelling, detached double garage, parking, access and associated site works. The Council made no further comments on this application.

19/382 To receive planning application decisions  
21/00222/FUL – 11 Chadwick Way, Stretham. Proposed single storey rear and first floor extension and internal alterations.  
21/00303/FUL – 29 Petersfield, Stretham. Garage Conversion.  
21/00480 – Land South of Chittering, Green End, Stretham. A balanced cut and fill operation to form a winter storage agriculture irrigation reservoir for 500,000 cubic meters of water.

19/383 To receive an update on progress of SWCLT  
A letter was received from SWCLT, the Clerk read this out to Councillors;  
Within the SWCLT Rules, rules D7.2 and D14.2 state that: Any Board member retiring under rule D14.1 having completed nice years continuous service on either the board of the CLT and/or the board of a group member shall not be eligible for re-election until the next following annual general meeting or, if later, for at least twelve months after completing such service  
Section G12 of the Rules is entitled Amendment of Rules and means the Trust is able to follow a process to amend the Rules, the first step being gaining approval from the custodian members which are Stretham Parish Council and Wilburton Parish Council.  
It was proposed by Councillor Nuttall to agree to this change, with the Parish Council Suggesting that the SWCLT consider amending their constitution to enable a rotation of trustees. This was seconded by Councillor Parish, with the whole Council in agreement.

19/384 Finance - To authorise payments from SPC accounts and to note receipt of income

#### STRETHAM PARISH COUNCIL - FINANCE REPORT - MAY 2021

Income			Expenditue		
ECDC	35000	Precept	Salaries	2278.77	
M.D. Bell	20	Advert	EoN	50.63	Power
Lloyds	0.15	Interest	L. Shearing	737	News
Lloyds	0.76	Interest	R. Nuttall	497.1	I.T Reimbursement
Bowls	200	Rent	B.Gas	58.49	Gas d/d
			ECDC	54	d/d

PWLB 2719.38Loan

35220.91

6395.37

Balance at the Bank

Current Account: 48077.98

Bus/Inst Account: 20003.93

VCP Account: 90005.51

32 day Account: 97327.89

Total 255415.3

It was proposed that Councillor Nuttall would put the detail of the current Precept details in the Newsletter. This was proposed by Councillor Roberts and seconded by Councillor Taylor.

It was proposed that all cheques to be paid. This was proposed by Councillor Nuttall and seconded by Councillor Roberts, with the whole Council in agreement. *[payments not itemised]*

19/385 To receive Correspondence

An email was received from the Neighbourhood Watch asking for a donation of £45 for signs for the Village. This was proposed by Councillor Roberts to accept, Seconded by Councillor Nuttall, with the whole Council in agreement. The Council asked the Clerk to find out what other areas of the Village are covered by Neighbour Hood Watch and how you get areas added.

19/386 To receive verbal reports from Sub – Committees

Footpaths and Highways Sub – Committee – None

Amenities Working Party Sub Committee – None

Recreation Ground Sub Committee – None

Finance, Governance and Personnel Committee – None

Feast Sub – Committee – None

19/387 Items for discussion at the next Parish Council meeting

To discuss progress on ditch clearing

19/388 To receive Councillor Questions

Councillor Clark asked if the Pumping engine board in Jubilee Gardens could be updated or removed. Councillor Saunt reported that the hand rail on the Wakefield Way bridge is loose.

Councillor Taylor asked why the whole of the verge at the allotments was not being fully cut.

Councillor Roberts explained that where the ditch had been dredged and left on the verge not levelled out. The Clerk to ask Spencer Clerk at ECDC to level it out.

The meeting closed at 8.28pm

The next Parish Council Meeting will be held on Tuesday 1st June 2022 at the Parish Rooms, High Street Stretham.

**2021 06 01**

Stretham Parish Council

Minutes of the Parish Council Meeting held on Tuesday 1st June 2021 at 7:00pm

Parish Rooms Stretham

Present: Councillor Parish (Chair), Councillor Roberts (Vice Chair), Councillor Markham, Councillor Nuttall, Councillor Speed, Councillor Murfitt, Councillor Clark, Councillor Saunt, Councillor Williams

In attendance: The Clerk, The RFO

19/389 To receive apologies and approval of absences.

Absent: Councillor Taylor – Family Commitments, Councillor Wright – Work Commitments.

19/390 To receive declarations of interests and to consider requests for dispensations  
None

19/391 To resolve that the minutes of the Parish Council meeting held on the 4th May 2021 are an accurate record

The Council resolved that the minutes of the Parish Council meeting held on 4th May 2021 are an accurate record. This is Proposed by Councillor Nuttall and seconded by Councillor Clark, with the whole Council in agreement.

19/392 Public Participation  
None.

19/393 To receive an update about the progress of actions from the last meeting of Stretham Parish Council on 4th May 2021  
Please see Action list update. *[not included]*

19/394 To receive an update regarding ditches and Flooding

A pipe has been laid at the edge of the path to allow water to drain away. The Clerk and Councillor Roberts took a look at the ditches. It has been arranged to get the level of the ditch on the recreation ground (Cambridge Road side) to see which way the water is draining and to see what parts need digging out. The ditch behind Field Side needs to be Slubbing out all the way along and the tree removed that is in the middle of the ditch. Councillor Roberts is due to meet with the drainage board to find out who is responsible for the maintenance of the ditch. Actions left to do, the pipe that runs under the Stretham roundabout needs clearing out and the ditch near Toll House. Once all work is complete, a map is to be drawn listing who is responsible for what ditch.

19/395 To receive an update on the LHI Bid  
No further update.

19/396 To receive an update on the Village Centre

A verbal agreement in principle has been made regarding land available at Manor Farm for the siting of the new Village Centre. A meeting to be held with Architect to go through the brief for the centre, from there drawings can be done. The money received from Cambridge County Council will be used for this. Aiming for planning permission to go in, in September. Councillor Nuttall to film a video diary of the progress of the centre. It was proposed by Councillor Nuttall that the Council take the next steps for the centre and that the funding was is used for the Architect drawings. This was seconded by Councillor Speed, with the whole Council in agreement.  
Councillor Parish to set up the management committee.

19/397 To consider planning applications

21/00729/FUL – Former Haulage Yard, Newmarket Road, Stretham. Proposed redevelopment of depot including erection of nine dwellings and highways improvements. The Council objected to this application, due to the land being contaminated. This was proposed by Councillor Williams, seconded by Councillor Roberts with the whole Council in agreement.

19/398 To receive planning application decisions

21/00529/VAR – Site South of 17 Short Road, Stretham. To vary conditions 3 (external materials) of previously approved 19/00479/FUL for construction of 1 four bed detached dwelling, detached double garage, parking, access and associated site works. This application has been approved.

21/00493/VAR – To vary conditions 1 (approved plans) and 6 (biodiversity improvements) of previously approved 20/01515/FUL for proposed extension to existing storage container yard. This application has been approved.

19/399 To receive an update on progress of SWCLT  
Early discussions are going ahead with the trustees for the Village Centre. AGM was held last week. A vote of no confidence has been taken in Wilburton with regards to Wilburton Parish Council. A vote will now take place, run by ECDC.

19/400 Finance - To authorise payments from SPC accounts and to note receipt of income  
It was proposed that all cheques to be paid. This was proposed by Councillor Roberts and seconded by Councillor Speed, with the whole Council in agreement. *[no details of payments]*

19/401 To receive Correspondence

19/402 To receive verbal reports from Sub – Committees  
Footpaths and Highways Sub – Committee – None  
Amenities Working Party Sub Committee – None  
Recreation Ground Sub Committee – None  
Finance, Governance and Personnel Committee – A meeting will take place on the 15th June.  
Feast Sub – Committee – None

19/403 Items for discussion at the next Parish Council meeting  
Laragh Home to come and give a presentation.

19/404 To receive Councillor Questions  
There is a Willow Tree down Wakefield Way that is split. The Clerk to ask Luke to take a look.  
A letter to be sent to 7 Newmarket Road to ask them to cut the hedge back from the path.  
The Clerk to ask the Fair if any holes are left, they need to fill them.  
The meeting closed at 8.07pm

The next Parish Council Meeting will be held on ***Tuesday 7th September 2021*** at the Parish Rooms, High Street Stretham.

## **2021 07**

Stretham Parish Council

Minutes of the Parish Council Meeting held on Tuesday 6th July 2021 at 7:00pm  
Parish Rooms Stretham

Present: Councillor Parish (Chair), Councillor Roberts (Vice Chair), Councillor Markham, Councillor Nuttall, Councillor Speed, Councillor Murfitt, Councillor Clark, Councillor Saunt, Councillor Williams, Councillor Taylor, Councillor Wright.

In attendance: The Clerk, The RFO

19/405 To receive apologies and approval of absences.  
Absent:

19/406 To receive declarations of interests and to consider requests for dispensations  
Councillor Murfitt, Councillor Parish, Councillor Speed, in relation to the voting of Stretham Charity Trustees.

19/407 To resolve that the minutes of the Parish Council meeting held on the 1st June 2021 are an accurate record  
The Council resolved that the minutes of the Parish Council meeting held on 1st June 2021 are an accurate record. This is Proposed by Councillor Saunt and seconded by Councillor Speed, with the whole Council in agreement.



#### 19/408 Public Participation

Many residents were in attendance at the meeting.

***One resident commented on the fact that it stated in the Newsletter that the budget had been discussed at June meeting, when it had not. Councillor Nuttall explained this was put in the wrong section of the Newsletter and it had been discussed at the May meeting.***

***Many residents came to discuss the plans for the siting of the new Community centre and the doctor's surgery. Councillor Nuttall explained that a number of sites had been discussed and looked at and the site at Manor Farm had the most benefits. The Council were asked if public consultation regarding the site was going to be sort.***

19/409 To receive an update about the progress of actions from the last meeting of Stretham Parish Council on 1st June 2021. Please see Action list update. ***[not given]***

19/410 To receive an update on the Red Lion being added to the Community asset list  
The Clerk asked the Council if they would like to re-submit the Red Lion Public House to the Community Asset Register with East Cambs District Council. This was proposed by Councillor Taylor, seconded by Councillor Saunt, with the whole Council in agreement. Councillor Taylor suggested putting this on the Rolling Calendar.

19/411 To receive an update regarding ditches and Flooding  
The pipe at the East side of the recreation ground has collapsed and therefore not draining away. This ditch was last cleared around 11 years ago. In the Autumn it will require sludging out, with the water forced to flow back towards the roundabout. A map of the award drains to be sought from the Drainage board. The ditch behind Fieldside is ongoing, a meeting still to be held with Drainage board.

19/412 To receive an update on the LHI Bid  
The funding has been agreed for traffic calming measures to be put in place from Wicken into the Village.

19/413 To receive an update on the Village Centre  
The Following proposal was presented to the Council.  
Village Centre Project  
Proposal to Council – July 2021

***Proposal : Stretham Parish Council agrees to progress the Village Centre project through to planning permission, based on the Design Brief, the Plantation Gate location and the sketch plan provided by the Architects. The Village Centre Project group will continue to report project progress to full Council meetings.***

Plantation Gate proposal Benefits

The proposal has a number of benefits:

- Strengthens and supports the relationship with SWCLT
- The location and design allow a good-sized Village Centre, with a flexible building able to support a number of different functions
- Potential costs reduction through building work synergies and site acquisition
- Costs reduction through not requiring a caretaker flat

Alternatives

There is an alternative location option – the Recreation Ground – but this location does not have the benefits of the Plantation Gate site and has a number of issues:

- Site would occupy a large part of the Recreation Ground
- Disruption during building work
- No synergy with other buildings (e.g., surgery, work units) and building work
- Traffic and parking issues along Short Road

Next Steps

If the proposal is approved, the next steps are:

- Meeting with SWCLT to discuss/agree Heads of Terms – planned for July

- o Followed by final Agreement on land
  - Meeting with Laragh homes to discuss/agree Heads of Terms
  - o Followed by Agreement Project management and initial view on costs
  - Regular communications out to Stretham via Website and Newsletter
  - Pre-planning meeting with ECDC
  - Architects to progress designs to detailed stage
  - Initial meeting of Village Centre Management Committee
  - o This is the group responsible for running of the Village Centre after opening
  - Preparation for Planning Permission
- Target Project Timings:
- Planning permission      Oct 2021
  - Building Work              Jan 2022 – Dec 2022

It was proposed to go ahead with the plans and progress the Manor Farm site, this was proposed by Councillor Nuttall and seconded by Councillor Roberts. The Council voted with 8 votes for and 3 against.

19/414      To consider planning applications

21/00746/FUL – 8 Top Street, Stretham. Demolish Sheds located at No 8,10,12 and 14. The Council made no objections to this application.

21/00541/FUL – 4 Old Orchard Lane, Stretham. To erect a 4x6ft Pitched roof Wooden Shed on a concrete patio in the rear lawn of house. The Council made no objections to this application.

19/415      To receive planning application decisions

21/00170/FUL – Land East of 34 Meadowcroft, Stretham. Construction of 1 three-bedroom, two storey detached dwelling. This application has been approved.

19/416      To receive an update on progress of SWCLT

A meeting is to be scheduled between SPC and SWCLT.

19/417      Finance - To authorise payments from SPC accounts and to note receipt of income

It was proposed that all cheques to be paid. This was proposed by Councillor Nuttall and seconded by Councillor Clark, with the whole Council in agreement. *[there is no list of payments]*

19/418      Presentation of annual audit report

The RFO presented the audited accounts to the Council. It was proposed by Councillor Taylor and seconded by Councillor Roberts to accept and sign the accounts. The Whole Council were in agreement.

19/419      To receive Correspondence

An email received regarding damage to AWP, the Clerk informed Councillors that the maintenance was due to take place and would add it to that.

An email was received regarding the land east of 15 Newmarket Road. It is very overgrown and affecting residents trying to get into their gates. The Council apologised and said there was nothing they could do.

19/420 To receive verbal reports from Sub – Committees

Footpaths and Highways Sub – Committee – The Footpath at Back Lane needs to be widened.

Amenities Working Party Sub Committee – None

Recreation Ground Sub Committee – A Sub – Committee meeting will take place.

Finance, Governance and Personnel Committee – None

Feast Sub – Committee – None

19/421      Items for discussion at the next Parish Council meeting

Due to there being no August meeting, Councillors were asked if it was ok to pay any invoices and wages, with a balance sheet being provided at the September meeting. This was proposed by Councillor Nuttall, seconded by Councillor Clark with the whole Council in agreement.

19/422 To receive Councillor Questions

The following trustees were elected to stand on the Stretham Charities by Stretham Parish Council, their term of office has now expired. Councillor Wright proposed that they all be re – elected to stand. This was seconded by Councillor Roberts with the whole Council in agreement. The Trustees are Keir Petherick, Janet Parish and Peter Speed.

It was asked that the Action log be sent to all Councillors. Footpath up to the river needs cutting.

The meeting closed at 8.39pm

The next Parish Council Meeting will be held on Tuesday **7th September 2021** at the Parish Rooms, High Street Stretham.

**2021 08** no meeting

**2021 09**

Stretham Parish Council

Minutes of the Parish Council Meeting held on Tuesday 7th September 2021 at 7:00pm

Parish Rooms Stretham

Present: Councillor Parish (Chair), Councillor Roberts (Vice Chair), Councillor Markham, Councillor Nuttall, Councillor Speed, Councillor Murfitt, Councillor Clark, Councillor Taylor, Councillor Wright.

In attendance: The Clerk, The RFO

19/423 To receive apologies and approval of absences.

Absent: Councillor Williams – Illness, Councillor Saunt – Family commitments

19/424 To receive declarations of interests and to consider requests for dispensations  
Councillor Taylor, Christmas lights proposal

19/425 To resolve that the minutes of the Parish Council meeting held on the 6th July 2021 are an accurate record.

The Council resolved that the minutes of the Parish Council meeting held on 6th July 2021 are an accurate record. This is Proposed by Councillor Nuttall and seconded by Councillor Speed, with the whole Council in agreement.

19/426 Public Participation

A resident was in attendance to report to the Council that there were youths congregating in the bus shelters, leaving broken bottles and some graffiti has been sprayed on the bus shelter on Newmarket Road.

A representative from the Stretham Christmas lights committee was in attendance. The group has now had 2 meetings and come up with some great ideas on Christmas lights for the Village, quotes have been sort for lights and a Christmas tree and the group would love the Councils support. This would be a one-off payment, as other fund-raising events will be taking place for next year.

A resident came to the meeting to explain that he was having to cut down a 60ft Weeping Willow tree. He would like to plant some trees to make up for the loss of this one and was thinking about having somewhere in the Village that memorial trees could be planted.

***A resident came to ask why nothing had been reported about the meeting between the SWCLT and the Parish Council, Councillor Nuttall gave an over view on what happened at the meeting.***

19/427 To receive an update about the progress of actions from the last meeting of Stretham Parish Council on 6th July 2021 Please see Action list update. ***[not given]***

19/428 To discuss recreation ground security  
Councillor Parish (Chair) wanted to thank the Clerk for all of the work that was carried out regarding the encampment on the recreation ground. Councillor discussed ways in which to make the recreation ground so vehicles can not access it, only via the gates. It was suggested that a ditch be put round the entire recreation ground, or the grass mounds be built up. It was agreed that both options would be expensive and not aesthetically pleasing. It was proposed that a ditch be put round, this was support by 2 Councillors. It was proposed that more mature trees be put around the recreation Ground to stop vehicles getting on and that posts be put either die of the gate. This was proposed by Councillor Roberts, Seconded by Councillor Clark, with 6 Councillors voting for the proposal.

19/429 To receive an update regarding ditches and Flooding  
Councillor Roberts informed Councillors that when the ditch round the recreation ground was last dug out it was done by Meads, the Clerk to get a quote to have this done again and to ensure that all much is taken away.  
It was agreed the Councillor Roberts would look into the ditch behind Wilburton Road and find out who needs to get it cleared to stop flooding this winter and that he would complete a map of all award drains.

19/430 To receive an update on the LHI Bid  
No update received.

19/431 To review and agree the Heads or Terms between SPC and SWCLT  
The Heads of terms were read out to the Council, it proposed to agree the HOT by Councillor Nuttall, seconded by Councillor Speed, with the whole Council in agreement.

19/432 To receive an update on the Village Centre  
***A Village centre meeting is to take place in October.***

19/433 To consider planning applications  
21/00860/FUL – The Light House 13 Chapel Street, Stretham – No objections made

19/434 To receive planning application decisions  
21/01027/FUL - 23B Reads Street Stretham Ely Cambridgeshire CB6 3JT - Approved  
21/00865/FUL - 9 Newmarket Road Stretham Ely Cambridgeshire CB6 3JZ - Approved  
21/00360/VARM - Site East of Chear Farm Ely Road Chittering Cambridge - Approved  
21/00746/FUL - Demolish sheds located at Nos 8, 10,12 and 14 Top Street – Withdrawn  
21/00729/FUL - Former Haulage Yard Newmarket Road Stretham Cambridgeshire -  
Rejected  
21/00628/FUL - 20 Reads Street Stretham Ely Cambridgeshire CB6 3JT - Approved

19/435 To receive an update on progress of SWCLT  
A meeting is to be scheduled between SPC and SWCLT.

19/436 Finance - To authorise payments from SPC accounts and to note receipt of income  
Councillors were given a report of all cheques that were paid in August. ***[not listed]***  
It was proposed that all cheques to be paid. This was proposed by Councillor Roberts and seconded by Councillor Nuttall, with the whole Council in agreement.

19/437 Presentation of annual audit report  
Put on the agenda in error

19/438 To receive Correspondence  
An email was received from a resident regarding the ditch behind Wilburton Road, Councillor Roberts to look into who is responsible for clearing.

A resident asked if it could be arranged for the top of the hedges to be trimmed in Jubilee gardens.  
The Clerk to arrange.

***An email of complaint was received from a resident, the email raised a number of points. The Clerk and Councillor Roberts to reply to the email and send on to Councillors.***

An email was received from the Stretham Christmas Lights Committee asking for a one-off donation of £5,895.77 to start the Christmas lights. The Council proposed to give the one-off funding to the group as a kick start, the money will be taken from the Covid Grants the Council received. This was proposed by Councillor Roberts, seconded by Councillor Speed, with the whole Council in agreement.

19/439 To receive verbal reports from Sub – Committees

Footpaths and Highways Sub – Committee – The Clerk to write to 29 Reads Street to ask for their hedge to be cut back from the path.

Amenities Working Party Sub Committee – The Clerk and RFO dealing with the damage to Jubilee Garden fence. There will be a Christmas Farmers Market on the 18th December.

Recreation Ground Sub Committee – A meeting has taken place, the seats on the swings need replacing and the floor of the park at Sennit Way needs to be replaced. Councillor Taylor to speak with Mrs Watts Clerk of SWCLT to see if funding could be sought.

Finance, Governance and Personnel Committee – A meeting to be held on the 21st September and a Village Centre meeting to be held on the 29th September.

Feast Sub – Committee – None

19/440 Items for discussion at the next Parish Council meeting  
To discuss tree planting in the Village and Eleanor's field

19/441 To receive Councillor Questions

Councillor Roberts said Mr Carey has some bales we can have for the Feast; they are to be collected and stored.

The Laurel Hedge next to the Parish Rooms needs cutting back.

It was asked why the job of clearing out the bus shelters was not advertised, Councillor Parish explained that it was a care takers responsibility so was handed to Jamie.

The meeting closed at 8.57pm

The next Parish Council Meeting will be held on Tuesday 5th October 2021 at the Parish Rooms, High Street Stretham.

## **2021 10 05**

Stretham Parish Council

Minutes of the Parish Council Meeting held on

Tuesday 5th October 2021 at 7:00pm

Parish Rooms Stretham

Present: Councillor Parish (Chair), Councillor Roberts (Vice Chair), Councillor Markham, Councillor Nuttall, Councillor Speed, Councillor Murfitt, Councillor Clark, Councillor Taylor, Councillor Wright.

In attendance: The Clerk, The RFO

19/442 To receive apologies and approval of absences.

Absent: Councillor Williams and Councillor Saunt have both resigned from the Council

19/443 To receive declarations of interests and to consider requests for dispensations  
Councillor Markham in regards to agenda item 10

19/444 To resolve that the minutes of the Parish Council meeting held on the 7th September 2021 are an accurate record

The Council resolved that the minutes of the Parish Council meeting held on 7th September 2021 are an accurate record. This is Proposed by Councillor Speed and seconded by Councillor Roberts, with the whole Council in agreement.

19/445 Public Participation

Members of the public were present.

Light up Stretham group gave an overview on how the committee are getting on. The Clerk to assist with gaining a Seasonal Licence. The Council to keep funds for the committee in a holding account, while the group sets up and sorts a bank account.

A resident asked for an update on the ditch on Wilburton Road from the A10 to the roundabout. Councillor Roberts to hold a meeting with Mr Parish to discuss further.

19/446 To receive an update about the progress of actions from the last meeting of Stretham Parish Council on 7th September 2021

Please see Action list update.

19/447 To receive an update regarding ditches and Flooding  
Councillor Roberts to meet with Mr Parish to determine which drain is award drain 4.

19/448 To receive an update on the LHI Bid

No update received.

19/449 To receive the quotes for the Village Street furniture painting  
3 tenders were sent out, only one received back for the amount of £800. It was proposed to accept the tender, this was proposed by Councillor Taylor, seconded by Councillor Speed with the whole Council in agreement.

19/450 To discuss the tree project and Eleanor's field

Councillors Roberts, Markham and Clark to start project, with research into what the parish currently has and areas that could be improved.

19/451 Scouts and the Pavilion Main Hall

Council discussed the proposed agreement for the Scouting Group to use the Pavilion on an exclusive basis.

It was decided that the Scouting group would have soul access to the main hall. Heads of terms were read out; it was decided that the charge would be 6 months for free, £500 for the following 6 months. Year 2 £1000 and year 3 and thereafter £1500. This was proposed by Councillor Roberts, Seconded by Council Speed, with the whole Council in agreement.

Action: Councillor Nuttall to finalise Agreement and arrange signatures.

19/452 To discuss Charity Trustees

Peter Saunt has resigned from the Charity trustees as a Parish Council nominated trustee. Councillor Markham will now be on the board on behalf of

the Parish Council.

19/453 To receive an update on the Village Centre

Councillor Nuttall noted that the Village Centre designs now have added detail and are at a suitable state to seek consultation with relevant user groups and villagers. Councillor Nuttall proposed that a budget of £5K - £10K be allocated from the existing Village Centre funding towards the consultation. This was seconded by Councillor Speed with the whole Council in agreement.

Councillor Taylor wanted her concerns in the minutes that neither the Parish Council or SWCLT currently do not own a small proportion of the land needed for the proposed Village Centre. This is currently being negotiated with Peter House College.

19/453 To consider planning applications

21/00634/DISA – Flexon House, 93 Stretham Road, Wilburton – No objections were made to this planning.

21/00991/FUL – 95 Stretham Road, Wilburton – No objections were made to this planning.

21/01330/VARM – Stowbridge Farm, Green End – No objections were made to this planning.

19/454 To receive planning application decisions

21/01098/FUL – White Gables, Stretham – This application has been approved.

19/455 To receive an update on progress of SWCLT

No update given.

19/456 Finance - To authorise payments from SPC accounts and to note receipt of income

It was proposed that all cheques to be paid. This was proposed by Councillor Roberts and seconded by Councillor Taylor, with the whole Council in agreement. All Councillors were giving a copy of the budget to take away and review.

19/457 To receive Correspondence

A request has been put in for a dog waste bin on feast green, the council approved.

An email of complaint was sent to the Council, the Clerk read this out. The Council asked the Clerk to respond and inform the resident that her points were noted.

Councillor Parish asked if a history of the SWCLT could be put in the Newsletter for residents to read.

19/458 To receive verbal reports from Sub – Committees

All Sub – Committee meeting minutes to be shared with full Council.

Footpaths and Highways Sub – Committee – None

Amenities Working Party Sub Committee – None

Recreation Ground Sub Committee – None

Finance, Governance and Personnel Committee – None

Feast Sub – Committee – None

19/459        Items for discussion at the next Parish Council meeting

To discuss tree planting in the Village and Eleanor's field

19/460        To receive Councillor Questions

Middle Close footpath – Clerk to ask for it to be cleared.

Cage Lane Sign rusted

Could the PC lamp posts be included in the painting contract

Could the font size in the Newsletter be made larger?

The meeting closed at 9.01pm

The next Parish Council Meeting will be held on Tuesday 2nd November 2021 at the Parish Rooms,  
High Street Stretham.